

Minutes of the Meeting of the **COMMUNITY SERVICES COMMITTEE** held at the Town Hall, Swanage
on **WEDNESDAY 1 JULY 2026** at **2.15 p.m.**

Chairman: -

Councillor C Moreton

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor M Coward

Swanage Town Council

Councillor J Dorrington

Swanage Town Council

Councillor T Foster

Swanage Town Council

Councillor C Sutton

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor S Vile

Swanage Town Council

Outside Representatives: -

Mr R Foster

Swanage & Purbeck Development Trust

Ms E Neville

James Smith Funeral Directors

Ms H Florence

Swanage Skatepark Community Project

Mr B Mawson

Swanage Skatepark Community Project

Mr G Richardson

Swanage Community Housing Project

Also present: -

Dr M Ayres

Town Clerk

Ms G Percival

Assets and Compliance Manager

Mr M Snowdon

Assets and Compliance Support Officer

There were three members of the public and one member of the press present at the meeting.

Public Participation Time

The following matters were raised during Public Participation Time: -

- In respect of agenda item 10), representatives from Cancare provided a brief overview regarding the proposed installation of a Corten and stainless-steel memory tree and a stone seat in the Sanctuary Garden at Prince Albert Gardens. The committee was advised that if permission was granted it was anticipated that the works would be completed by May 2027, coinciding with Cancare's anniversary celebrations.
- In respect of agenda item 9), a request was made for a special exception to the Council's memorial bench policy to allow two additional memorial seats to be installed at Swanage Bandstand.

1. Apologies

Apologies for their inability to attend the meeting were received from Ms C Barnes (Swanage Community Housing Project), Mr M and Mrs P Jones (Prospect Allotment Association) and Ms L LeFevre (Swanage Tennis Club)

2. Declarations of Interest

Members were invited to declare their interests and consider any requests for Grants of Dispensations in accordance with Section 9 and Appendix B of the Council's Code of Conduct. No declarations were made on this occasion.

3. Matters arising from the Minutes of the Meeting of the Community Services Committee held on 18th March 2026

No matters were raised on this occasion.

4. Reappointment of Task & Finish Groups

a) Swanage Museum and Heritage Centre Task & Finish Group

b) Aster Housing Group's – Investment in Swanage Task & Finish Group

After a brief discussion, it was proposed by Councillor Moreton, seconded by Councillor Foster and RESOLVED UNANIMOUSLY:-

To re-appoint Councillors Bonfield, Foster, Moreton, and Tomes to the Swanage Museum and Heritage Centre Task & Finish Group.

It was further RESOLVED UNANIMOUSLY:-

To re-appoint Councillors Suttle, Sutton, Tomes, and Vile to the Aster Housing Group's - Investment in Swanage Task & Finish Group.

5. Partnership Project Updates

a) Swanage Community Housing Project

Further to Minute No.5 (a) of the Community Services Committee meeting held on 18th March 2026, the representative for Swanage Community Housing Project (SCHP) reported that the land transfer from Dorset Council for the site at the junction of Washpond Lane and Ulwell Road was still progressing.

Members were also advised that discussions are continuing with Dorset Council regarding consideration of a larger, second site for development that includes the former Council Depot on Kings Road West subject to suitable, alternative arrangements being identified for the existing activities conducted on the site.

b) Wellbeing Swanage and the Focus Centre

An update was provided on progress at the Focus Centre in Chapel Lane. It was reported that the first stage of refurbishment works had been completed and that the Focus Centre is now a financially sustainable site. The Family Hub running within the Centre received positive feedback from Dorset Council, which has led to a planned visit by Weymouth Development Trust to see the initiatives that have been implemented and gain ideas and inspiration for their own projects.

c) Swanage & Purbeck Development Trust

An update was provided by the representative of the Swanage & Purbeck Development Trust (SPDT). It was reported that due to the good progress at the Focus Centre, more time was now available to allocate to other projects, including:

- **Herston Village Hall** – A number of three-dimensional models and walkthroughs are being prepared for display during drop-in sessions planned for August and September 2026, which will allow people to see the designs for the new hall in a more visual way.
- **Community Transport** – An investigative site visit had been arranged to Totnes, where a community bus scheme had been established ten years ago and now successfully operates five buses in the area. After initial assessment, it is projected that a similar scheme, if established to service the needs of residents in Purbeck could be self-sufficient within three years.

6. Prospect Allotments – Clarification of measures to manage dogs on allotment site and proposals for amended signage

The Assets & Compliance Manager reported that the Council had received representations regarding dogs within the Prospect Allotment site that related to:-

- dogs not being kept on a lead while on the site;
- dog fouling;
- potential contamination of the allotment water troughs when owners allow their dogs to drink or bathe in the troughs.

It was noted that within current allotment tenancy agreements, dogs brought onto the site by allotment holders must be kept on a lead at all times. At a recent meeting between councillors, council officers and the Prospect Allotment Association support had been expressed for ensuring parity between allotment holders and individuals who walk through the site. After a brief discussion, it was proposed by Councillor Vile, seconded by Councillor Bonfield and RESOLVED UNANIMOUSLY:-

To implement a policy that all dogs brought onto the Prospect Allotment site should be kept on a lead at all times, and to install improved signage within Prospect Allotments setting out this policy.

Consideration was given to the current consultation regarding Dorset Council's Dog related Public Spaces Protection Order (PSPO), which only requires dogs to be kept on a lead within Dorset Council controlled allotment sites. It was proposed by Councillor Foster, seconded by Councillor Sutton and RESOLVED UNANIMOUSLY:-

That a formal representation be made to the current Dorset Council consultation regarding the Dog related PSPO, that it should be amended so that the requirement for dogs to be kept on a lead at all times is extended to include Swanage Town Council allotments, and possibly those operated by other town and parish councils.

7. Swanage Community Emergency Response Plan – update further to places of safety workshop held in May 2026

Further to Minute No. 8 of the Community Services Committee meeting held on 18th March 2026, members noted the contents of a briefing paper that detailed the results of a workshop, held on 28th May 2026, which was attended by representatives from each of the 'places of safety' designated within the Emergency Response Plan, Councillor Moreton, council officers and two representatives from Dorset Police.

The exercise provided a valuable opportunity for attendees to discuss their capabilities, consider the resources they have at their disposal and look at the levels of collaboration possible between the various organisations, to provide a cohesive response. The exercise also identified several actions that the Council could take forward to provide greater clarity and resilience within the Emergency Response Plan. These included:

- approaching newly identified local organisations relating to transport, food provision, and catering, to investigate their suitability and potential willingness to be included in the Emergency Response Plan;
- re-allocating some organisations to more appropriate categories within the Emergency Response Plan;
- considering development of a new section of the Emergency Response Plan providing guidance relating to press, media, and general public enquiries during an incident.

The contributions made by the places of safety to local resilience was recognised and organisations were formally thanked for their participation, and their effort on behalf of the community.

8. Swanage Skatepark Community Project - Presentation on phase 2 progress

A representative of Swanage Skatepark Community Project (SSCP) gave a presentation which included:-

- the initial results from the impact survey, launched after the successful completion of the Phase 1 works
- a summary of the successful Skate Jam open day, held on 26th June 2026
- an update for the Phase 2 improvement works, including fundraising progress and the initial designs which are currently the subject of public consultation, providing more variety and equipment suitable for beginners.

The Chairman formally recognised and thanked the Swanage Skatepark Community Project team for their dedication and all their hard work in delivering this project.

9. Memorial Bench Policy Task & Finish Group – review update

Further to Minute No. 13 of the Community Services Committee meeting held on 18th March 2026, the Assets & Compliance Manager reported on a meeting of the Memorial Bench Policy Task & Finish Group which was held on 5th May 2026 to further consider the council's policy regarding memorial benches. Members considered the contents of a briefing note and the recommendations set out therein. After a brief discussion, it was proposed by Councillor Bonfield, seconded by Councillor Vile and RESOLVED UNANIMOUSLY:-

That the Council's current policy on memorial benches should remain in place and that a review of the policy should be scheduled at a future date, in advance of the completion of the Green Seafront scheme, noting that this will provide additional seating and opportunities for memorial benches.

10. Request from Cancare for the installation of corten and stainless-steel memory tree within the Cancare Garden at Prince Albert Gardens

Consideration was given to a briefing note, detailing a request from Cancare for the installation of new features within the Cancare Sanctuary Garden in Prince Albert Gardens, including a Corten and stainless-steel memory tree (measuring 14 feet in height) and a plain stone seat.

Members noted that due to the Cancare Sanctuary Garden being located within the Swanage Conservation Area, a Permitted Development enquiry to Dorset Council would be required to establish if planning permission would be needed. An enquiry to the Dorset Council Senior Landscape Architect would also be needed to establish if any additional permissions would be required. Members also noted that due to the resolution passed in agenda item No. 9) relating to memorial benches, it would not be appropriate to consider granting permission for the requested stone bench at this time. After a brief discussion, it was proposed by Councillor Sutton, seconded by Councillor Coward and RESOLVED UNANIMOUSLY :-

To approve the installation of a corten and stainless-steel memory tree within the Cancare Sanctuary Garden, Prince Albert Gardens, subject to confirmation from Dorset Council's Senior Landscape Architect and the Local Planning Authority that all relevant conditions have been met

and to delegate all Council actions associated with the project to the Assets and Compliance Manager.

11. Items of information and matters for forthcoming agendas

a) CCTV operations in Swanage – update

Further to Minute No. 8 of the Community Services Committee meeting held on 15th October 2025, it was reported that a briefing paper will be brought to the next meeting, providing a review of the last 12 months service following the transfer of the monitoring of the Swanage Town Council network of CCTV cameras to the Dorset Council Control room.

b) Swanage Museum Future Plans – meeting of the task and finish group

Further to Agenda item No. 4 of this meeting, it was reported that a meeting will soon be scheduled with the newly re-appointed members of the Swanage Museum & Heritage Centre Task & Finish Group, and a progress report will be brought to the next meeting of this committee.

c) Installation of pickleball court at Beach Gardens

It was reported that the installation of the pickleball court at Beach Gardens is scheduled to take place in July 2026 and tests are currently underway to ensure the ability to book the courts and equipment online is a smooth experience.

d) Grand opening of mobile field shelter at Greengage Nursery

It was reported that the installation of the mobile field shelter was ongoing and that once works are complete, Greengage Nursery have indicated that an invitation will be provided to all councillors, to attend the opening ceremony for the new facility.

e) Godlingston Cemetery – entry into BRAMM Cemetery of the Year Awards 2026

It was reported that Godlingston Cemetery has been entered into the BRAMM (British Register of Accredited Memorial Masons) Cemetery of the Year Awards 2026. An update on the judging and the results will be brought to a future meeting of this committee.

f) Aster Housing Group investment in Swanage – Update further to appointment of task and finish group

Further to Agenda item No. 4 of this meeting, it was reported that a meeting will be held on 20th July 2026 with the newly re-appointed members of the Aster Housing Group's – Investment in Swanage Task & Finish Group and representatives of Aster Housing Group. A progress report will be brought to the next meeting of this committee.

12. Date of next meeting

The date of the next scheduled meeting was noted as Wednesday 14th October 2026 at 2.15 p.m.

The Meeting closed at 3.30 p.m.

Matters arising from the Meeting of the Traffic Management Advisory Committee held on 30th September 2026

Location	Matter Raised	Potential Solution
a) St Mary's Catholic School, Northbrook Road	Further to Minute 232 of the Council Meeting held on the 27 th April 2026, where the purchase and relocation of a new Speed Indicator Device (SID) post was agreed, a suggestion was made for the purchase of an additional SID to ensure greater continuity of cover.	To consider the purchase of an additional SID to remain in situ at the Northbrook Road site, near St Mary's Primary School.
Following the installation of the additional SID post at the Northbrook Road location, near St Mary's Primary School, Dorset Council's Community SID Team has suggested that consideration be given to the purchase of a dedicated school SID for this location as it may be missed when it is removed as per its normal rotation to the other SID posts. The Community SID Team advised that outside of school hours, a dedicated school SID operates normally by displaying vehicle speeds. However, during school arrival and departure times, the SID would alternate between displaying vehicle speeds and a warning message featuring a school children crossing symbol. The function to alternate between the two images is turned off during school holiday times or when the SID is deployed to another site. The Dorset Council Community SID Team has provided the below as a guide price; • Viasis Vario Kit - £2656.37 +VAT (includes Sign, 1 x Mounting Kit, 1 x Solar, 1 x Battery • Carriage £120.00 + VAT However, the final cost is expected to be lower as the Town Council already has the mounting kit and the solar panel from the previous SID post. It was proposed by Councillor Tomes, seconded by Councillor Sutton and AGREED UNANIMOUSLY :- To recommend that the Town Council purchases a dedicated School Speed Indicator Device (SID) at the location on Northbrook Road, near St Mary's Primary School. The Community Services Committee is asked to give consideration to the Traffic Management Advisory Committee's recommendation to purchase a dedicated school SID to be sited at the location on Northbrook Road, near St Mary's Catholic School.		

Swanage and Purbeck Development Trust – Update and request for funding

1. Introduction

We list and give updates, on the current and planned projects of the Trust. We also give an overview of the needs and demands on the Trust for funding to manage the existing portfolio and maintain the momentum of upcoming services.

Our drive since we started in 2013 has been to facilitate the creation of new and enhanced services for the community and plugging gaps where services are currently missing. We are doing this by encouraging organisations to work together to achieve the best outcomes for the community as a whole. We learned that the best way of getting organisations to work together is by sharing skills and providing spaces for the functions to be carried out. The Focus Centre and the soon to be redeveloped Herston Village Hall are prime examples of how our concept is working.

2. Focus Centre

The progress of this project has been reported at previous meetings of the Community Services Committee. Since taking on the site of the Children's Centre and the Day Centre in March 2024 both the buildings have been refurbished, using external funding, and are close to full occupation. The Welcome Lounge providing signposting services to local people continues to grow in popularity as the word gets around. Locals are encouraged by the willingness of our trained employees and volunteers to sit and listen. Accessible Wellbeing, providing mental health support, share the Lounge on a Monday and have now expanded their service, through demand, to an extra one day in a separate room on a Tuesday.

The Focus Café, managed by Allsort'd is proving to be a great success as more people get to hear about it from recommendations. It also provides a service to users of the Focus Centre, including parents picking up and dropping off their children at Explorers in the Children's Centre and Hall.

The Early Years Family Hub, occupying the Bill Trite Wing at the rear of the site, is being viewed in Dorset as an exemplar of how to manage a Family Hub. We are getting increasing numbers of visits from elsewhere in Dorset interested in learning from our approach. A major addition to the users of the Hub are Swanage Midwives, who will be moving into recently refurbished accommodation in November. We have heard from other Hubs that the presence of midwives adds to the attraction of other users such as Health Workers.

Work on the garden spaces around the buildings is due to start shortly, following fund raising. This will open up the gardens for public use and include sensory planting, community vegetable and herb gardens, increased bio-diversity. A mother and toddler sensory garden area is planned for the front of the Family Hub. We are enlisting the help of the Swanage Youth Club and the Allsort'd additional needs crew in the planting, introduction of bug hotels, bird boxes and bat habitats.

We have had 2 unbudgeted financial setbacks recently, as a result of poor maintenance prior to the transfer of the asset in 2024. The first was a burst hot water tank costing £7,000 and a much more recent major roof repair over the Children's Centre, where we have a quote of over £21,000, and could be more once the structure is opened up. The latter item is referred to under item 6. Financial Implications.

3. Herston Village Hall

Progress on this project became delayed due to the pressure on our resources due to the transfer of the Focus Centre. With the Focus Centre nearing completion we are now working on the funding process needed to raise over £1.2m for the redevelopment. We have our funding strategy in place and have pop-up displays of the completed building ready for providing presentations on site and more further afield, as needed.

The plan for the use of the building will be on the same lines as the Focus Centre with a Welcome Lounge and similar Family Hub services, whilst recognising the need in the Herston area for a meeting place along similar lines to the existing hall. In researching the type of funders, which are going to be interested in investing in this type of building, we are seeing that there is a resistance to Village Hall construction. This may lead to a rename eventually. To deal with this at this early stage we will be heading the applications as the Herston Community Wellbeing project. When applying for funding for the Focus Centre we headed those applications as the Swanage Wellbeing project. Naming can come later.

The professional team for the construction has been appointed and their fees will be included in the funding applications. By having the team appointed at this stage means that, as soon as the funding is raised the development can commence immediately.

The first funding applications will be sent out during October and our anticipated timescale for raising enough funding is 18 months with a construction start date of June 2028 with a 12 to 15 month build time.

4. Community Transport

We have previously established the need for a Community Bus but will be updating this with a survey during October half term week.

A draft route is being considered and we have joined the Community Transport Association and are in contact with the development officer for our region who will give

us advice. We are planning to apply for funding from round three of the rural transport funding from Western Gateway to run a pilot scheme, hopefully with the assistance of a current operator.

We will require an element of matched funding and have made contact with Dorset Council and a corporate funder to explore this.

These are early steps along the way but we have opened up avenues for advice from experts in the field. From the organisations that we have spoken to in the area of community transport we are being welcomed with enthusiasm which is very welcome.

We have increasing optimism and the suggestion of a pilot scheme is a good one as it will help with funding in the future, if successful.

5. A Strategy for Young People

Following on from the Youth Strategy developed by the Town and Community Partnership 2 or 3 years ago, SPDT are working on a new approach along the same lines but with wider reach and introducing a long-term managed project. As mentioned in the introduction we facilitate new projects by encouraging organisations to work together to achieve the best outcomes for the community as a whole.

We have renamed the project from Youth Strategy to “A Strategy for Young People”, because it is more ambitious in its approach and including parents of very young children, through to 21 year olds and beyond. It embraces encouraging very young children to develop skills by putting opportunities forward. These skills can include many things such as art, music, sport. As the children get into teenage years they need support in choosing careers, linking aptitude and skills to take a chosen route. Help with finding work experience, holiday jobs and eventually, help with preparing CVs and making permanent job applications.

Many of the activities and opportunities are already available in Swanage and surrounding villages, but what is needed is bringing the organisations together through a managed process, which all can participate in with a full understanding of what everyone else is doing, by sharing information.

Objectives of the project:

Present a wide and varied pathway for young people from a young age. Help young people to understand and develop creative skills and understand and follow opportunities available to them.

Help to understand and build life skills for developing well rounded, confident and adaptable individuals with a good understanding of opportunities valuable to them.

The coordinated pathway starts with families at a very early stage to get them thinking about what is available for their child to help with their development. Imagine being given an attractive handout about “What is available for your child locally?” by a Midwife in the Family Hub.

The following table indicates the pathway going through the various age groups and the organisations already providing the various steps along the way. The role of SPDT in this process is to provide the coordination and administrative support to bring these groups together to develop ways of working and anticipated outcomes. Our experience in the Welcome Lounge gives us confidence that we can set up a similar approach for supporting young people and their parents to take advantage of opportunities available.

Age group	Action	Activity	Providers
Early years – 0 to 3	Introduction to Engaging families in understanding opportunities available for the future.	sounds and music, baby yoga, toddler groups, Colour and drawing/painting, Open meeting sessions, database and lists of activities	Early years advisors Babigloo Church and HVH toddler groups SPDT staff and volunteers. Explorers,
4 to 7 years	Learning	To play sports; to swim; to sing and play an instrument to draw and paint; about the environment and the world around us; to act and interact with people; to plant and cultivate; simple food preparation tasks.	Schools, Sports Clubs. Jay Buckie, PAW. David Fawcett. Art Workshop.
8 to 13 years	Take part in	organised sports competitively; join a choir; join an orchestra/band/group; drawing and painting; join environmental groups working with nature;	Sports Clubs. David Fawcett. Jay Buckle. Arts Clubs. Planet Purbeck,

	Learn about and follow opportunities	learning about nutrition and cooking; learning about the value of money, budgeting and future expenditure work experience; volunteering; find out about trades and professions to see what suits you.	National Trust. Friendly Food Club. Budgeting etc. Local businesses. Focus Cafe. Adult Learning
14 to 19 years	Career advice Financial Advice	Adult learning; Apprenticeship opportunities; Job vacancies; weekend and holiday jobs; volunteering opportunities. Household budgeting; Simple accounting; Saving and investment.	Adult Learning. Job Agencies. Young people job support Agencies. (research to be done, local tutors)

6. Financial Implications for the Trust going forward

SPDT started in 2013 from an idea generated by the Swanage Town and Community Partnership. Following investigations into how other Development Trusts managed themselves it was decided to create a Business Plan. This was presented to the STCP and a grant of £5,000 was made for the SPDT to start a Charity under the Charity Commission with £5,000 in the Bank.

With a strong board of Trustee volunteers the Charity has grown substantially since its inauguration.

Taking on the Focus Centre was a big step for the Trust, requiring staff to be employed to carry out essential day to day duties. The support for the first 3 years to help us pay utilities by both Dorset Council and STC was essential for SPDT to manage the risk of taking on buildings with no income. Since 2024 sustainable income has been building up which covers the costs of managing the buildings plus 15% for reserves. We are now confident that by March 2027 we will have achieved our sustainability target of all management costs plus 15% for reserves from income received. Throughout this paper we have pointed out areas where we are at risk on projects and the detail is set out under the following headings:

6a. Focus Centre

Roof repair – recent quotes show a cost of £21,000 but that could be more when the roof is fully uncovered. This cost is unbudgeted. An urgent on-line appeal has been commenced.

Paid employees providing signposting for local people - This is an investment by SPDT and is costing £25,000 per annum. We currently have no funding cover from April 2027.

6b. Herston Village Hall

We are entirely reliant upon future grant funding which we are working hard to produce by 2028.

6c. Community Transport

In these early days it is difficult to fully understand our exposure but we will be working hard to raise funding externally.

6d. A Strategy for Young People

To be successful this project will need part-time administrative support to manage the process together with volunteers. They will need a presence in the Welcome Lounge. There will also be a need for a website which will include a database containing all the information required for finding opportunities. Printed materials will be required including programmes of activities. We anticipate that the cost of these will be £22,000 in the first year and £15,000 per annum thereafter. No fund raising has been attempted so far.

6e. Summary

From the financial information provided we can identify opportunities for much of it but we estimate an outstanding exposure of £25,000 per annum going forward.

8 October 2026

Swanage and Purbeck Development Trust

Decision required:

To consider whether or not to recommend to the Finance & Governance Committee meeting to be held on 16th December 2026 inclusion of a budget of £25,000 p.a. for each of the next three years to provide ongoing support for the activities of the Swanage & Purbeck Development Trust.

To consider whether to establish a task and finish group to work with S&PDT to develop an understanding of their financial requirements in advance of the meeting of the Finance & Governance Committee to be held on 16th December 2026.

Martin Ayres

Town Clerk

October 2026

Swanage Museum Update on future plans and initial consideration of options from feasibility report

Background

The Museum Task and Finish Group met on 3rd August 2026. As reported at the Council Meeting held on 14th September 2026, the Museum is currently preparing an application to the Dorset Council Culture Revenue Fund which, if successful, would provide vital financial support for the museum over the next three years. As part of this work, the museum is also progressing improvements to its governance arrangements, developing a business plan, updating policies and procedures, and establishing a clearer long-term strategic direction. Multiple ongoing workstreams were discussed, as detailed below.

Supporting the external grant fund application

The Task and Finish Group noted that the museum's current two-year lease may present challenges when demonstrating long-term organisational stability to funding providers. To assist with the application, and as resolved by the Council on 14th September 2026, a letter of comfort has been provided to offer assurance of the Council's support for the museum's continued occupation of the premises while longer-term arrangements are considered.

Collaboration with other museums

Members of the Task and Finish Group also considered opportunities to strengthen partnership working with neighbouring museums and heritage organisations, including potential collaboration on exhibitions, funding opportunities and shared projects across Purbeck. The museum is also seeking to raise the profile of its wider activities, including its history centre and storage facilities.

Building listing query

The Task and Finish Group received an update from Museum representatives on the potential listing of the museum building and noted that any future listing could have implications for maintenance and alteration works.

Granite globe relocation

Discussions regarding the possible relocation of the Burt family's miniature globe within the town remain ongoing, with further enquiries being undertaken to identify a suitable location and assess associated costs and practical arrangements.

Outline feasibility report for potential future Museum relocation

Vicky de Wit, Museums Advisor for Dorset and BCP Councils, was commissioned to undertake an outline feasibility assessment of the potential for Swanage Museum to utilise all or part of Swanage Town Hall as part of its future development. The feasibility report considers the operational requirements of the Museum, the suitability of the Town Hall building, associated opportunities and constraints, and the potential implications for the Museum Trust and Swanage Town Council. The report concludes that there is no single preferred option, but instead identifies four broad approaches for consideration, ranging from retaining the current operating model through to full occupation of the Town Hall. These

options vary significantly in terms of risk, cost, organisational change and deliverability. The principal options identified within the feasibility report are summarised below.

Option	Summary	Key Advantages	Key Challenges
1. Full Occupation of Swanage Town Hall	Museum relocates entirely to the Town Hall and vacates the seafront museum and History Centre units.	Creates a single heritage destination; larger and more prestigious premises; space for wider displays, activities and income generation.	Significant organisational change; space reconfiguration likely required; uncertainty over visitor numbers; substantial governance, volunteer and business planning work needed.
2. Retain Current Arrangements	Museum remains in the seafront museum and History Centre.	Lowest risk option; established operating model; strong passing trade and visitor footfall; manageable operational requirements.	Limited space for growth, exhibitions and activities; museum functions remain split across sites; may constrain future funding opportunities.
3. Combination Approach	Museum uses some Town Hall space while retaining elements of the current estate.	Offers benefits of both approaches; reduces some risks associated with full relocation; provides additional exhibition and engagement opportunities.	Still requires substantial governance, business planning, volunteer development and organisational change; more complex to manage.
4. Light Touch / Pilot Use of Town Hall Space	Temporary or ongoing use of underutilised Town Hall space, likely the lower ground floor, while retaining the existing museum premises.	Tests visitor demand and suitability of the Town Hall; modest financial commitment; evidence-based approach to future decisions; opportunity to display additional collections and undertake public consultation.	Requires volunteer capacity, marketing, signage and appropriate security arrangements; extends the timeline for a long-term decision.

For consideration, it should be noted that the report identifies the light touch/pilot use of Town Hall space as a relatively low-risk approach that could be delivered with modest investment whilst allowing the Museum and Council to test the suitability of the building, visitor demand and operational requirements before any longer-term commitment is made. By comparison, both the full occupation and combination options would require significant further feasibility work, organisational development and capacity building by the Museum Trust prior to implementation.

A further update on these matters will be provided at the meeting following the next Task and Finish Group meeting, to be held on Monday 12th October 2026. The full report will be circulated in due course.

Decision required

To consider the findings of the outline feasibility report and determine which (if any) of the potential future accommodation options for Swanage Museum should be supported as the preferred direction of travel for further development and discussion with the Museum.

Charlie Squires
Project Delivery Officer

October 2026

Swanage and Purbeck Development Trust – Request to site Mobile Youth Provision at Skate Park, King George’s Field

The Town Council has received a request from Swanage & Purbeck Development Trust (SPDT) to undertake a trial youth outreach service at the Swanage Skate Park, using the WillDoes community bus. The SPDT proposal is attached as Appendix 1.

SPDT currently provides a weekly youth club at Herston Village Hall for young people in Years 6–10. It considers that additional outreach provision is required to engage young people who do not currently access organised youth activities, particularly during evenings and school holidays.

The proposed trial would involve two trained youth workers operating from the WillDoes bus at the Skate Park for one evening each week, providing a safe and welcoming environment for young people and offering support, early intervention and signposting where appropriate.

The Council previously approved the siting of the WillDoes community support bus at Main Beach Car Park in January 2021, subject to an appropriate legal agreement and other specified arrangements. The proposed arrangement was not subsequently implemented, and no legal agreement was completed largely because the semi-permanent siting of the bus in this location was not progressed.

The current proposal is from SPDT and therefore would require a new arrangement with the Town Council.

The proposed trial would provide an opportunity to operate a regular youth outreach service at the Skate Park. It would complement the existing Herston youth provision.

Before any trial commences, officers would need to be satisfied that appropriate arrangements such as public liability and a risk assessment was in place to cover all activities.

In addition, the service would require access to electricity and the accessible public convenience in Main Beach Car Park whilst the bus was in use. It is suggested that an update regarding the trial is provided to the next meeting of the Community Services Committee which will form the basis of a decision about the long-term provision of this service.

Decision Required

1. Consider approval for the ‘Mobile Youth Provision’ trial as detailed in this briefing paper, including access to the electrical box and accessible toilet and subject to officer approval of a suitable risk assessment, public liability insurance and any other assurance requirements.
2. That an update regarding the trial is provided to the next meeting of the Community Services Committee.

Culvin Milmer, Visitor Services and Business Development Manager
October 2026

Appendix 1

Mobile Youth Provision Proposal

We are seeking to expand our offer to the young people of Swanage to engage those who do not access current youth provisions in Swanage

Swanage & Purbeck Development Trust currently employs trained youth workers and provides a weekly Friday evening youth club at Herston Village Hall for young people in Years 6–10. This is a valuable provision, but its single location, limited weekly hours and term-time model inevitably mean that it cannot reach all young people in Swanage.

The Government's new **National Youth Strategy – Youth Matters** (December 2025) provides a **timely opportunity** to review this offer.

Its ambition is that every young person should have:

“a safe place to go, someone who cares for them, and a community they feel a part of.”

The strategy recognises that young people have fewer places to go and that youth provision has reduced substantially: between 2010 and 2023 local spending on youth services fell by 73%, more than 1,000 youth centres closed and over 4,500 youth worker roles were lost.

It is essential that if we are to keep up with Government strategy we position ourselves, our vision and our capacity to meet funding criteria. There is a fantastic opportunity to ensure that Swanage Development Trust is not left behind with its offer for young people.

As one parent emailed recently “ *It is no secret that Swanage has very few facilities for teenagers who simply want somewhere safe to spend time with their friends. This raises an important question: what is Swanage doing to protect, support and inspire the next generation?* “

It is recognised that many young people in Swanage do not access youth provisions such as youth club and sports clubs. Winter months and holidays can be particularly challenging with a lack of spaces to meet. The cost of transport and location of Swanage can lead some young people to feel isolated from their peers and sources of support.

Boredom is mentioned by many young people and can lead to antisocial behaviour in some cases.

The role of youth workers at the provision would be one of support in providing a safe and welcoming environment in a space where young people meet.

The Skate Park has become a popular place for young people to meet again after the introduction of the new ramps.

We propose that the Will Does bus would be the ideal facility to meet this need

The Will Does bus can be plugged into the power supply there, **will remain stationary** and be a base to engage young people.

It would not be an enforcement role but one of engagement and prevention

This model previously existed in Swanage as one parent remembers

“When I was growing up, we were fortunate to have outreach youth workers operating from an old army truck on the seafront. It was stocked with hot chocolate, games consoles, health and wellbeing information, and, most importantly, caring adults who listened without judgement. It provided young people with a safe place to go, trusted adults to talk to, and support whenever it was needed.

Many of us who grew up in Swanage owe a great deal to that service. Whether someone had drunk too much alcohol and needed help contacting their parents, felt unsafe because of someone’s behaviour, wanted confidential sexual health advice, needed emotional support, careers guidance, or simply somewhere welcoming to spend time, the outreach team was there. They built trusting relationships with local young people, worked closely with the police and social services, and helped identify concerns before they escalated.”

We understand that there are concerns related to risk and we believe that we can mitigate these risks with good planning, training and adequate risk assessments (as we already do at Herston Hall site and field).

Risks associated with the provision would relate to the bus:

- Slips, trips, and falls on steps
- Overcrowding
- Emergency evacuation

These would be managed with a full risk assessment and inspection of the bus prior to any session with any defects reported to be addressed if not safe.

Dorset Youth association have a full risk assessment for the bus which can be shared.

Behavioural risks would include:

- Challenging behaviour
- Conflict between young people.
- Damage to the vehicle or equipment.
- Alcohol or drug use before or during sessions.

It would be essential that there would be very clear expectations of young people’s behaviour and policies to support this. We have the support of Dorset Youth Association who have expertise in delivering this type of service and would draw heavily on them to establish the provision.

The project would need stringent policies around safeguarding and appropriate procedures to deal with any referrals needed.

We already have a working relationship with the local police officers who we would involve in this provision.

We would argue that SPDT's aims align with those of the National Youth Strategy.

We would suggest a trial of this provision.

Youth Outreach in Swanage

How the National Youth Strategy aligns with Swanage & Purbeck Development Trust

National Youth Strategy	SPDT Vision	What this could mean in Swanage
Young people should have “a safe place to go, someone who cares for them, and a community they feel a part of.”	SPDT aims to create a connected community and provide a preventative safety net for the most vulnerable.	Maintain the existing Herston Youth Club, but supplement it with planned outreach so youth workers can reach young people who do not currently attend.
Youth workers and trusted adults should be available “when and where young people need them the most.”	SPDT seeks to identify local needs and create new opportunities.	The two youth workers could undertake paired outreach sessions at Swanage Skate park using The WillDoes Bus rather than relying on young people travelling to one venue.
Youth services should increasingly be locally designed , responding to the needs of individual communities.	SPDT says it will listen actively to local people and empower them to help shape change.	Parents and young people have communicated a need for a visible presence at the Skate park
The strategy encourages services to work where young people already are , including community spaces, parks and other local settings.	SPDT wants to connect people with support and community organisations.	Outreach could take place in agreed public areas and act as a bridge into the Youth Club, Focus Centre and other local activities and services.

Youth provision should move from being fragmented to collaborative .	SPDT promotes collaboration between voluntary groups, schools, businesses and statutory organisations .	Youth workers could strengthen links with schools, Dorset Council, police, community organisations and other local services , sharing themes and signposting appropriately.
The strategy recognises that youth provision has declined significantly nationally, while young people's need for support and safe spaces remains high.	SPDT already identifies opportunities for young people as an important local issue.	A single term-time Friday evening session in Herston may not be sufficient to meet the needs of young people across Swanage.
The national direction includes support for young people during school holidays , not only during term time.	SPDT seeks to respond to need rather than simply maintain existing provision.	Trial limited holiday outreach or activity sessions , particularly at times when there is currently no youth provision.
Youth work should be professionally delivered, safeguarded and appropriately risk managed.	SPDT trustees have a responsibility to manage safeguarding, reputational and organisational risk.	Outreach should be structured rather than informal : two workers together, agreed routes/times, written and dynamic risk assessments, check-in arrangements, safeguarding procedures and recording of significant contacts.
National guidance recognises outreach/public-space youth work as a legitimate form of youth work when properly managed.	SPDT seeks preventative approaches rather than waiting for problems to escalate.	The response to risk should be managed risk, not risk avoidance . A controlled pilot allows us to test the approach before making a longer-term commitment.

Proposal: Weekly Youth Outreach Programme Trial

1. Overview

This proposal is for a **once-a-week youth outreach session from Will Does Bus**, providing a safe, consistent and welcoming space for young people at Swanage Skate park

Each weekly session will run from **7:00pm–10:00pm**, with an additional **2 hours for set-up, clear-up and session recording**.

The programme will therefore require **5 staff hours per staff member each week**.

Weekly timetable

Time	Activity
6–7pm	Set-up, preparation, safeguarding checks and planning
7:00pm–10:00pm	Youth outreach session
10:00pm–11:00pm	Clean-up, recording, incident notes and follow-up

2. Staffing

For safeguarding and effective youth engagement, it is recommended that **two appropriately trained youth/outreach workers** are present for every session.

This provides:

- Appropriate staffing for a youth setting
- Two-adult safeguarding cover
- Capacity to engage with different groups of young people
- Ability for one worker to respond to an individual issue while the other maintains the wider session
- Shared responsibility for recording, safeguarding and closing down the bus.

Proposed staffing cost

Two workers:

- 10 staff hours per week
- A budget should also allow for initial training from Dorset Youth Association.
- DYA estimate 8-10 hours to cover this (this will include health and safety procedures and policies and risk assessments)
- 10 staff hours for set up
- Cost of DYA time (to be agreed with Mike from DYA)

Additional Costs

Refreshments for young people – Bus has facility to provide hot and cold drinks to young people. Possibility of tuck shop. Take advice from DYA about how the bus has been used in other venues.

3. Session Responsibilities

Staff would be responsible for:

1. Preparing the Bus before young people arrive.
2. Welcoming and engaging young people.
3. Supporting young people with issues or concerns.
4. Maintaining appropriate safeguarding procedures.
5. Monitoring attendance.
6. Managing any incidents in line with the organisation's policies.
7. Completing session records and safeguarding notes where required.
8. Cleaning and securing the bus after the session.
9. Identifying any follow-up work required with young people or partner organisations.

5. Expected Outcomes

The weekly outreach programme aims to:

- Provide young people with a safe and positive place to meet.
- Build trusted relationships between young people and experienced youth workers.
- Identify young people who may need additional support.
- Reduce isolation and encourage positive social interaction.
- Develop confidence, communication and life skills.
- Provide early intervention and appropriate signposting where concerns are identified.
- Strengthen links between young people, families and local services.

6. Monitoring and Evaluation

Each session will include basic monitoring of:

- Number of young people attending
- New and returning participants
- Engagement and activities delivered
- Issues or safeguarding concerns identified
- Referrals or signposting undertaken
- Feedback from young people
- Outcomes and progress over time

A short monthly or quarterly report can be produced to demonstrate the programme's impact

7. Funding Request

We are seeking funding to establish a sustainable **weekly youth outreach service**, operating for three hours each week with two trained staff members, supported by two additional hours for preparation, clean-up and recording.

Additional funding may be required for refreshments, training, insurance and other programme expenses.

Total requested funding can therefore be finalised once venue and programme delivery costs are confirmed.

Update on CCTV operations in Swanage

CCTV – Update on monitoring arrangements

At the Community Services committee meeting held on 17th July 2024, it was resolved that the monitoring of the CCTV cameras in Swanage be transferred to the Dorset Control Room, Minute No. 10 refers. This was further to discussions with the Dorset Council Service Manager, the CCTV Control Room Manager, Purbeck and West Dorset NPT Inspector and Dorset Council's technical contractors and in the context of funding available to facilitate this from the Safer Streets Project. Whilst the Council would continue to own and maintain the CCTV hardware, the monitoring would transfer to the CCTV monitoring centre at County Hall. Dorset Council would be the Data Controller and be responsible for all subject access requests, although all evidential reviewing of images would be undertaken by the police.

At that time, it was recognised that local access to the CCTV footage by the Swanage Neighbourhood Policing Team (NPT) may cease, but that the Dorset Council service currently operated and provided monitoring for 21 hours a day (7am-4am), was operated by a skilled team that are well embedded into the relevant police networks, and could also provide support to other local agencies such as Shop Watch and homeless link organisations.

Following this, technical work commenced in 2024 to facilitate the transfer of CCTV monitoring to the Dorset Council control room, and this was achieved in summer 2025. This resulted in the removal of local access to the CCTV by the Swanage Neighbourhood Policing Team (NPT). At the Community Services Committee held on 15th October 2025, the Head of Regulatory Services, Dorset Council, gave a presentation on the new arrangements for CCTV monitoring, including how the CCTV network covering Swanage had been integrated into the control room for Dorset Council's monitoring service. Benefits included a significant increase in the hours during which monitoring took place.

In Autumn 2025 Swanage NPT raised the operational benefits of the return of a local link to enable live viewing of the CCTV cameras in Swanage. Following engagement with the West Dorset and Purbeck NPT Inspector and the Head of Regulatory Services at Dorset Council, work commenced to establish this link enabling local viewing of the Swanage CCTV cameras by Swanage NPT. This has been completed; however, data control, monitoring and live control of the cameras remains with the CCTV monitoring centre at County Hall.

An invitation for Members to have a tour of the Dorset Council control room at County Hall has been extended.

For information

Gail Percival, Assets and Compliance Manager

October 2026

	Date of Last Increase/ (Decrease)	Agreed Fees 2026/27	Proposed Fees 2027/28
Community Services Committee			
1. BEACH GARDENS - Charges to start on 26th March 2027			
Tennis			
Singles/Doubles Hourly (hourly per court)	1/4/24	11.00	12.00
Extra half hour per court	NEW	NEW	6.00
With Club Member	1/4/25	7.00	7.50
Schools (per court)	1/4/25	6.00	6.00
Children (under 16 years)	1/4/25	5.00	5.50
Racket Hire	1/4/25	3.00	3.00
Tennis Ball Hire	1/4/18	1.00	1.00
Court Fees - Coaching			
-Adults (Non-members)	1/4/25	5.20	5.50
-Children (Non-members Under 16)	1/7/17	0.00	0.00
Pickleball			
Singles/Doubles Hourly (hourly per court)	NEW	6.00	6.00
With Club Member	NEW	5.00	5.00
Schools (per court)	NEW	0.00	0.00
Children (under 16 years)	NEW	3.00	3.00
Racket Hire	NEW	1.00	1.00
Ball Hire	NEW	1.00	1.00
Court Fees - Coaching			
-Adults (Non-members)	NEW	3.20	3.20
-Children (Non-members Under 16)	NEW	0.00	0.00
Deposit for keys (Returnable) - Winter period only	1/4/24	10.00	10.00
Putting			
Per Round - Adults	1/4/25	5.00	5.00
Per Round - Children (under 16)	1/4/25	3.00	3.00
Family (2 Adults + 2 Children)	1/4/25	13.00	13.00
Under 5s	1/4/18	0.00	0.00
Adult x 1 Season Ticket	1/4/25	70.00	70.00
Adult x 2 Season Ticket	1/4/25	126.00	126.00
Family Season Ticket	1/4/25	154.00	154.00
Child Season Ticket	NEW	40.00	40.00
Weekly 7 day Ticket - 2 Adults	NEW	50.00	50.00
Table Tennis bat and ball hire	1/4/18	2.00	2.00
Basketball Hire	1/4/14	3.00	3.00
Pavilion			
(Charges include heating and lighting)			
Per Session (1 section)	1/4/25	40.00	42.00
Morning, Afternoon or Evening (2 sections)	1/4/25	50.00	52.50
2. ALLOTMENTS			
Prospect (per rod)	1/10/24	8.30	8.55
3. TOWN HALL LETTINGS			
Council Chamber			
Public Meetings and Lectures (per session)	1/4/17	45.00	45.00
Property Auctions	1/4/25	200.00	210.00
Civil Marriage/Partnership Ceremonies	1/4/25	170.00	175.00
Committee Room			
1/4/18	30.00	30.00	
* Community Groups (providing a service to Swanage residents)		0.00	0.00
4. KING GEORGE V FIELD			
Football Pitch & Changing Facilities	1/4/02	25.00	25.00
(Youth Teams)	(1/4/21)	0.00	0.00
5. FORRES SPORTS FIELD			
Football Pitch & Changing Facilities	1/4/02	25.00	25.00
(Youth Teams)	(1/4/21)	0.00	0.00
6. JOURNEY'S END			
Football Pitches	1/4/01	12.00	12.00
Youth Teams	(1/4/21)	0.00	0.00
7. SPORTS LICENCES & EVENTS			
Sports Licence	1/4/25	40.00	41.50

	Date of Last Increase/ (Decrease)	Agreed Fees 2026/27	Proposed Fees 2027/28
8. <u>GODLINGSTON CEMETERY</u>			
Garden of Rest			
Cremation Plot for burial of cremated remains in casket or urn.			
(i) Exclusive Rights - for grant of right of burial for a period of one hundred years (each space in this section)	1/4/26	390.00	400.00
(ii) Interment Fees - for burial of casket or urn in plot 2' x 2':			
(a) first interment	1/4/26	215.00	220.00
(b) for each additional interment (to 4 interments)	1/4/26	215.00	220.00
(c) for additional multiple interments (2nd, 3rd or 4th interment)	1/4/26	70.00	72.00
Fee for multiple interments of cremated remains: one third of the full first interment fee if interment is made at the same time - as recommended by the General Operations Committee 01/04/15 - Agreed by Full Council Minute 177. 20/04/15			
(d) for interments on Saturdays, Sundays and Public Holiday	1/4/26	225.00	230.00
(iii) Memorials	1/4/26	230.00	240.00
(iv) Fee for persons not resident in the parish.		As above x 2	As above x 2
(v) Transfer of Rights	1/4/26	70.00	72.00
Earthen Graves			
(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years each space in:			
Section A	1/4/26	625.00	640.00
Section B	1/4/26	500.00	515.00
Children's Section	(1/4/18)	10.00	10.00
(ii) Interment Fees - for body of			
(a) a child, in the Children's section, in a grave not exceeding in depth: 7 feet (2 interment)	(1/4/18)	No Charge	No Charge
to be effective from 1st January 2018			
(b) a person in a grave not exceeding in depth: 7 feet (2 interments)	1/4/26	440.00	450.00
Casket-type coffin	1/4/26	625.00	640.00
(c) for interments on Saturdays Sundays and Public Holidays	1/4/26	480.00	495.00
(d) scattering of ashes beneath turf	1/4/26	120.00	125.00
(e) scattering of ashes on existing grave/ garden of remembrance	1/4/26	50.00	52.00
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.			
(iii) Fee for persons not resident in the parish.		As above x 2	As above x 2
(iv) Transfer of Rights	1/4/26	70.00	72.00
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	1/4/15	Upon application	Upon application
Section B	1/4/15	Upon application	Upon application
(ii) First Interment	1/4/26	2100.00	2150.00
(iii) Re-opening	1/4/26	2100.00	2150.00
(iv) For interment Saturdays Sundays and Public Holidays	1/4/26	1040.00	1070.00
(v) Fee for persons not resident in the parish.		As above x 2	As above x 2

	Date of Last Increase/ (Decrease)	Agreed Fees 2026/27	Proposed Fees 2027/28
Monuments, Gravestones & Inscriptions			
(i) Headstone, Cross or other Memorial when erected not exceeding 3ft, in height	1/4/26	230.00	240.00
(ii) Monument not exceeding 6' in height covering the whole grave space 7' x 3' when erected	1/4/26	675.00	690.00
(iii) Footstone not exceeding 2'6" x 2'6" x 6"	1/4/26	230.00	240.00
(iv) Kerb set	1/4/26	230.00	240.00
(v) Kerb set with infill	1/4/26	440.00	450.00
(vi) Flatstone not exceeding 7' x 3' x 6"	1/4/26	355.00	365.00
(vii) Vase not exceeding 12" in height	1/4/26	60.00	62.00
(viii) Any other memorial not referred to above	1/4/08	By Agreement	By Agreement
(ix) Each additional inscription after the first in respect of each person	1/4/26	55.00	57.00
(x) Fee for persons not resident in the parish.		As above x 2	As above x 2
<u>GODLINGSTON MEADOWLAND BURIAL</u>			
(i) Exclusive Rights - for the grant of right of burial for a period of one hundred years	1/4/26	500.00	515.00
(ii) Interment Fees - for body of			
(a) a person in a grave not exceeding in depth: 7 feet (2 interments)	1/4/26	460.00	470.00
Casket-type coffin	1/4/26	645.00	660.00
(b) for interments on Saturdays Sundays and Public Holidays	1/4/26	480.00	495.00
(iii) Interment Fees - for burial of casket or urn			
(a) first interment	1/4/26	235.00	240.00
(b) for interments on Saturdays, Sundays and Public Holidays	1/4/26	215.00	230.00
(c) scattering of ashes beneath turf of existing grave	1/4/26	120.00	125.00
(d) scattering of ashes on existing grave/ garden of remembrance	1/4/26	50.00	52.00
(iv) Fee for persons not resident in the parish.		As above x 2	As above x 2
(v) Transfer of Rights	1/4/26	70.00	72.00
Memorial Tree Plaque	1/4/26	220.00	230.00
Cemetery services will not be available for the period 24th			
Hire of Cemetery Chapel - Godlingston interment		No Charge	No Charge
Hire of Cemetery Chapel - External interment	1/4/26	165.00	170.00
9. <u>Memorial Benches</u>			
Memorial Bench Plaque - Fitting Only	1/4/26	25.00	26.00