

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

10th September 2025

Dear Councillor

Local Government Act 1972

You are summoned to attend a Meeting of the Swanage Town Council to be held at **THE SWANAGE SCHOOL, HIGH STREET, SWANAGE** on **MONDAY, 15th SEPTEMBER 2025** at **7.00 p.m.** for the purpose of transacting the business mentioned in the Agenda.

Yours sincerely

M.K. Ayres

Town Clerk

PLEASE NOTE: **15 MINUTES OF PUBLIC PARTICIPATION TIME WILL BE HELD AT 7.00 P.M. PRIOR TO THE COMMENCEMENT OF THE MEETING.**

To all Members of the Council

A G E N D A

1. To report apologies (if any) received from Members for inability to attend the Meeting.
2. Declarations of Interest and consideration of requests for Grants of Dispensations (Councillors are reminded of their obligations to declare their interests in accordance with Section 9 and Appendix B of the Council's Code of Conduct).
3. To approve as a correct record the Minutes of the following Meetings:-
 - (a) Council Meeting held on 21st July 2025.
 - (b) Extraordinary Council Meeting held on 4th August 2025.

(Copies enclosed).
4. To approve as a correct record the Minutes of the following Committee Meetings, and consider the recommendations contained therein:-
 - (a) Finance & Governance Committee held on 23rd July 2025.
 - (b) Planning & Consultation Committee held on 4th August 2025.
 - (c) Planning & Consultation Committee held on 1st September 2025.

(Copies to follow).

5. Budget Monitoring:-
(a) Statement of Cash Balance as at 31st July 2025.
(b) Statement of Cash Balance as at 31st August 2025. (Copies enclosed).
6. Monitoring Payment of Accounts. (Schedules enclosed).
7. Chairman's Announcements.
8. To review Councillor membership of Standing Committees, Advisory Committees, Sub-committees and working parties, following election. (Schedules enclosed).
9. To review and appoint representatives to outside bodies. (Schedule enclosed).
10. Working Party and Task & Finish Groups Updates.
(a) Establish a Task and Finish Group to review Fees and Charges.
(b) Establish a Task and Finish Group to inform prioritisation of maintenance works to public conveniences.
(c) Beach Concessions Task & Finish Group - Report of meeting held on 1st September 2025 and to consider recommendations regarding forthcoming tender process . (Briefing note enclosed).
(d) Sport, Leisure & Wellbeing Working Party - Report of Meeting held on 1st September 2025 and to consider next steps in respect of artificial pitch project and condition of existing buildings at Day's Park. (Briefing note enclosed).
11. Conclusion of audit 2024/25 – To note receipt of Section 3, External Auditor's Report and Certificate. (Information enclosed).
12. Reports from Council representatives on outside organisations.
13. Report from Dorset Councillors.
14. Reporting of delegated matters.
15. Items of Information and Matters for Forthcoming Agendas.
(a) Swanage Neighbourhood Plan – Update on public engagement.
(b) Casual Vacancy – Matters arising in relation to potential by-election/co-option.
(c) DAPTC – Fresh Start report and survey.
(d) Green Seafront Stabilisation Scheme/Shore Road Options – Update on timeline for receipt of report on public engagement.
- * 16. Procurement – To consider entering into a Collaboration Agreement with Dorset Council for the following services in connection with the Green Seafront Stabilisation Scheme and confirming the associated budget requirement for 2025/26 in light of cost estimates received:
(a) Schedule 1 – Project management
(b) Schedule 2 – Early Contractor Involvement (Briefing note enclosed).
- * 17. Property-Related Legal Matters
(a) Swanage Beach Kiosk, Shore Road – To consider granting landlord's consent for installation of staff toilet facility. For further details: [P/FUL/2025/00819](https://www.dorsetcouncil.gov.uk/ful/2025/00819)
(b) Boundary Wall Marsh Way/Victoria Terrace – To note update and agree procurement of professional services in advance of repair works. (Briefing note enclosed).

- * Under Standing Order No. 1 c), it is envisaged that in view of the confidential nature of the business to be transacted, it is advisable in the public interest that the press and public will be excluded from the Meeting during consideration of agenda items 16 and 17 (due to legal and commercial confidentiality).
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