

Minutes of the Meeting of the **CAPITAL PROJECTS SUB-COMMITTEE** held at the **TOWN HALL**,
Swanage on **WEDNESDAY, 16th OCTOBER 2024** at **2.30 p.m.**

Present:

Councillor M Bonfield	Swanage Town Council
Councillor T Foster (Town Mayor)	Swanage Town Council
Councillor D Monkhouse	Swanage Town Council
Councillor C Tomes	Swanage Town Council
Councillor C Sutton	Swanage Town Council
Councillor C Moreton	Swanage Town Council

Also in attendance: -

Martin Ayres	Town Clerk
Gail Percival	Assets & Compliance Manager
Matthew Snowdon	Assets & Compliance Support Officer
Culvin Milmer	Visitor Services & Business Development Manager

There was one member of the public present at the meeting.

Public Participation Time

The following matters were raised during Public Participation Time: -

- A query was raised regarding the recently issued parking permits for residents residing in properties on Peveril Point Road and the issue of contractor and works vehicles blocking access to resident properties. A request was submitted for the parking permit scheme to be reconsidered. It was noted that a Car Park Working Party meeting scheduled for Wednesday 23rd October will be considering the Parking Order and issues regarding parking.

1) Apologies

There were no apologies to record on this occasion.

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) Update following the informal Capital Projects Sub-Committee meeting held on 17th July 2024 at North Beach car park

The Assets & Compliance Manager provided an update from the informal Capital Projects Sub-Committee site meeting which considered the ongoing issues relating to the underground spring which appeared through the tarmac surface within North Beach Car Park. Several options were discussed at the meeting to resolve the issue and it had been noted that the option providing a permanent solution may not be successful and would cost significantly more than the allocated budget. A temporary solution had been identified and the situation would be monitored.

4) Capital programme forecast and review of earmarked reserves

The Assets & Compliance Manager presented an outline review of the requirement for future capital spending to maintain and renew the Council's existing asset base. This was presented alongside the Council's existing unrestricted earmarked reserves. Several areas had been identified that place upon the Council significant financial liabilities for which there was currently no earmarked reserve in place.

Councillors considered the future liabilities that had been identified, existing projects with associated allocated budgets and potential matters that could be explored further during the budget setting process with the aim of mitigating the identified liabilities.

It was noted that a further report will be provided to a forthcoming meeting of the Finance and Governance Committee as this forms part of the Council's asset management plan.

5) Heritage Square Public Conveniences – Update on proposed maintenance works

The Assets & Compliance Manager reported that the works required to the Heritage Square Public Conveniences include timber repairs to doors and former windows along with repointing and repairs to the wall on the eastern elevation. The significant one-off expenditure/minor works budget for 2024/25 contained a provision of £22,000 for these works although quotes obtained to date indicated the combined costs of these works would exceed the budget currently in place. It was noted that the timber repair works are budgeted to cost £4,098.

To avoid potential unnecessary expenditure, it was proposed to defer the external works and repointing until a decision is made on the options for the Town Centre Flood Defence Scheme, as any structures in that location may reduce the scope of the external works required. This would require a request to carry forward the unspent budget allocation into the 2025/26 financial year along with a request for an additional budget to be allocated within the same financial period to ensure that the external works could be completed.

Further discussions were held regarding the external lighting in this location and it was agreed that this matter be raised with Dorset Council.

6) Visitor Information Centre - Proposed interior & exterior improvements

The Assets & Compliance Manager reported that due to the increasing footfall and demand on the services provided by the Visitor Information Centre, the internal configuration of the building is not adequately supporting the efficient delivery of these services. After a review of the most critical challenges of the existing layout by the Visitor Services and Business Development Manager, the Visitor Services team and with additional support and advice received from the Dorset Council Assets and Property Surveyor, a proposal for potential improvements has been developed. The proposed works include both internal and external improvements:

- alterations to the internal layout of the Visitor Information Centre to create a more usable working space for staff and a better customer experience
- accessibility improvements to the front entrance
- the provision of an external area to enable the delivery of some visitor services outside (weather permitting).

The estimated cost of the proposed works would exceed the current allocated budget of £17,000 for the 2024/25 financial year.

A discussion was held on which improvements were the most critical to implement and whether additional funding may be identified in underspent

budget allocations within the significant one-off revenue expenditure/minor works budget for 2024/25.

It was agreed that a further report would be provided to a forthcoming meeting of the Finance and Governance Committee once detailed designs are complete, accurate quotations have been received and a review of available budgets had been completed.

7) Swanage bandstand coping stones – Update on proposed repairs

The Assets & Compliance Manager reported that in 2022 a surveyor's report on the condition of the bandstand had been commissioned from Dorset Council and it had been identified that the condition of some of the Purbeck stone coping stones, which form the edging on the circular retaining wall around the bandstand, may need attention. Whilst the overall condition is fair, some stones were noted to be in poor condition with evidence of signs of lamination.

Following a number of requests to local stonemasons to provide estimates for this project, a suitably qualified contractor had been identified and an initial estimate for the replacement of 16 affected stones of £7,000 had been provided. It is proposed this project would be financed from the bandstand earmarked reserve.

A further report will be provided to a forthcoming meeting of the Finance and Governance Committee, prior to a purchase order being placed.

It was noted that a courtesy notification would be provided to the former Chairman of the now dissolved Friends of Swanage Bandstand group prior to any works commencing.

8) Photovoltaic Panel installations – Update

The Assets and Compliance Manager provided an update on the current progress of the Photovoltaic Panel installation works across the selected Council sites:

- The installation works at the Operations Depot were completed in August 2024. It is too early to be able to provide an assessment of energy costs savings.
- The installation works planned for Beach Gardens Pavilion will commence in October 2024. A slight redesign of the planned installation was required to reduce the number of photovoltaic panels and to include the addition of a storage battery due to limitations of the local energy grid capacity within the area. The redesign has resulted in a slight reduction in project costs.

9) Station Approach - Update

The Assets and Compliance Manager reported that the provision of third-party funding towards the proposed improvement works to Station Approach will be discussed as an agenda item at a forthcoming full Council meeting.

10) Peveril Point Road - Update

The Assets & Compliance Manager reported that the Dorset Council Highways Project Manager is reviewing the specifications and that it is possible that minor amendments may be proposed. The outcome of this review will be presented to a forthcoming full Council meeting.

11) Any other business

a) Public Conveniences Working Party

The Assets and Compliance Manager reported that discussions have taken place with regards to a potential installation of a Full Access Composting (FAC) toilet within Godlingston Cemetery. Site feasibility investigations

have recently been carried out and the determination of a budget cost is ongoing. A potential source of grant funding has been identified which may be applied for to assist in the funding of this project. A further update will be brought before a forthcoming Community Services Committee meeting.

b) Shore Road concessions – Sauna update

The Assets and Compliance Manager reported that discussions are ongoing with SSE regarding the installation of the required electricity supply to facilitate the powering of the Sauna. Amendments to the original cabling route are required by SSE following an identification of a problem with their initial proposals.

12) Date of next meeting.

The date of the next meeting was discussed and it was agreed that it should be set as and when required.

The Meeting closed at 3.40 p.m.
