

SWANAGE TOWN COUNCIL

Dr Martin Ayres
Town Clerk

Town Hall
SWANAGE
Dorset
BH19 2NZ

12th November 2025

Dear Councillor

Local Government Act 1972

You are summoned to attend a Meeting of the Swanage Town Council to be held at **THE METHODIST CHURCH, HIGH STREET, SWANAGE** on **MONDAY, 17th NOVEMBER 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 20th October 2025. (Copy enclosed).
4. To approve as a correct record the Minutes of the following Committee Meetings, and consider the recommendations contained therein:-
 - (a) Personnel Committee held on 15th October 2025.
N.B. Minute No. 3 contains a recommendation that the new and amended policies covering Disciplinary, Grievance, Absence Management, Bullying and Harassment, Menopause, Health and Wellbeing, Neonatal and Reasonable Adjustments be adopted, subject to the wording relating to minor breaches in section 5.1 of the Disciplinary Policy being reviewed and the reference to 'medical treatment' in section 1 of the Menopause Policy being removed.
 - (b) Community Services Committee held on 15th October 2025.

- (c) Planning & Consultation Committee held on 3rd November 2025.
(Copies enclosed).
 - (d) Finance and Governance Committee held on 12th November 2025.
N.B. Minute No. 6 contains a recommendation that the draft Corporate Plan (2026/30) be issued for consultation, that the associated Communications and Engagement Plan be adopted, and that authority be delegated to officers to make decisions regarding its implementation.
(Copy to follow).
- 5. Budget Monitoring:-
 - (a) Statement of Cash Balance as at 31st October 2025. (Copy enclosed).
- 6. Monitoring Payment of Accounts. (Schedule enclosed).
- 7. Chairman's Announcements.
- 8. Green Seafront Engagement Report - To receive and note content.
(Copy enclosed).
- 9. Dorset Local Plan and Local Transport Plan – To agree response to public consultations for submission to Dorset Council. (Briefing note to follow).
- 10. Working Party and Task & Finish Group Updates.
 - (a) Car Parks and Market held on 5th November and to consider appointing additional members.
 - (b) Events held on 5th November.
 - (c) Seafront Masterplan held on 12th November.
- 11. Grants
 - (a) Application from the Mowlem Theatre on behalf of Cultural Purbeck - To receive update from the Grants Panel.
 - (b) To consider grant request from the Mowlem Theatre for match funding for 'Raise the Roof' Project. (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.
- 16. Town Hall Annexe - To determine whether to accept insertion of break clause in new lease to Dorset Police. (Briefing note enclosed).
- 17. Request for landlord's consent from Co-op for installation of an EV charger in rear delivery bay at 52 Kings Road West. (Briefing note enclosed).
- * 18. Property Related Legal Matters
 - (a) Beach Hire Concession – To consider outcome of tender process.
 - (b) Vodafone Mast, Day's Park – Update on lease renewal and rent review.
(Briefing note enclosed).
- * 19. Procurement
 - (a) Procurement of Professional Services in support of planning application for Green Seafront Options under Collaboration Agreement with Dorset Council – To consider use of Transportation Engineering Professional Services (TEPS) Contract.
 - (b) Town Hall flooring and WC refurbishment. (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 18 and 19 (due to legal and commercial confidentiality).
