

Draft Minutes of the **ANNUAL MEETING** of the Swanage Town Council held at the Town Hall, High Street, Swanage on **MONDAY, 11<sup>th</sup> MAY 2026** at 7.00 p.m.

PRESENT:-

Councillor M. Bonfield – Chairman

Councillor P. Burridge  
Councillor J. Dorrington  
Councillor T. Foster  
Councillor J. Lejeune  
Councillor C. Moreton  
Councillor G. Suttle  
Councillor C. Sutton  
Councillor C. Tomes  
Councillor S. Vile

In addition to Members of the Council and officers, approximately 24 members of the public and one member of the local press and media attended the Meeting and were welcomed by the Town Mayor.

Prior to the commencement of the meeting, the Town Mayor presented former Mayors, Avril Harris and Councillor Foster with 'Past Mayors' badges, which were gratefully received.

**Public Participation Time**

- The Council was commended for all it is doing for the town. Particular thanks were given to the Swanage Information Centre team for the promotion of the bandstand and the Depot team for continued maintenance of the bandstand and surrounding area.
- A query was raised regarding the establishment of a banking hub, particularly in light of the imminent closure of the Lloyds Bank branch in Wareham.
- A request was made for an additional waste bin to be installed at the skatepark to help users keep the area clean and tidy.

Reverend Natalie Davies offered a short prayer before the commencement of the Meeting.

Councillor Bonfield opened the meeting at 7.10 p.m. and expressed thanks to councillors and staff for their support over the past year, with particular appreciation to the Town Clerk for his guidance on Council matters. He also expressed thanks to his family for their support in enabling him to fulfil his mayoral duties.

1. **Appointment of Town Mayor**

Proposed by Councillor Bonfield, seconded by Councillor Moreton and  
RESOLVED UNANIMOUSLY:-

That Councillor Chris Tomes be appointed Town Mayor for the ensuing year.

Councillor Tomes completed the Statutory Declaration of Acceptance of Office and expressed his gratitude for being elected as Town Mayor. Sincere thanks

were extended to the outgoing Mayor, and his consort for their devotion and service to the council and the town. He also expressed appreciation to the dedication of council staff and to the residents of Swanage for their continued support.

The Mayor confirmed that his wife, Mrs Cam Tomes, would serve as Mayoress during his period of Office and thanked her for her continued support.

Councillor Tomes assumed the Chair.

2. **Appointment of Deputy Mayor**

Proposed by the Town Mayor, seconded by Councillor Sutton and RESOLVED UNANIMOUSLY:-

That Councillor Sarah Vile be appointed Deputy Town Mayor for the ensuing year.

Councillor Vile completed the Declaration of Acceptance of Office and stated that she was honoured to accept the appointment. She offered support to the newly elected Town Mayor and thanked all councillors for their guidance. She was delighted to announce that her husband, Mr John Vile, would be her consort during her period of Office.

3. **Apologies**

Apologies for their inability to attend the meeting were received from Councillors Bishop and Coward.

4. **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.

5. **Appointment of Committees**

It was proposed by Councillor Bonfield, seconded by Councillor Moreton and RESOLVED UNANIMOUSLY:-

That the following appointments be made to the Committees:-

**Community Services Committee**

Town Mayor, Deputy Mayor and Councillors Bonfield, Coward, Dorrington, Foster, Moreton and Sutton.

**Environment and Green Spaces Committee**

Town Mayor, Deputy Mayor and Councillors Bonfield, Dorrington and Sutton.

**Personnel Committee**

Town Mayor, Deputy Mayor and Councillors Bishop, Bonfield, Dorrington, Foster and Sutton.

**Planning and Consultation Committee**

Town Mayor, Deputy Mayor and Councillors Bonfield, Burridge, Foster, Lejeune and Sutton.

**Tourism and Local Economy Committee**

Town Mayor, Deputy Mayor and Councillors Bonfield, Burridge, Coward, Foster, Lejeune, Suttle and Sutton.

6. **To appoint Chairmen of the above Committees and confirm membership of the Finance & Governance Committee**

It was proposed by Councillor Bonfield, seconded by Councillor Moreton and  
RESOLVED UNANIMOUSLY:-

That the following appointment of Committee  
Chairmen and membership of the Finance and  
Governance Committee be approved:-

**Community Services Committee**

Chairman – Councillor Moreton

**Environment and Green Spaces Committee**

Chairman – Councillor Sutton

**Personnel Committee**

Chairman – Councillor Vile

**Planning and Consultation Committee**

Chairman - Councillor Foster

**Tourism and Local Economy Committee**

Chairman – Councillor Bonfield

**Finance and Governance Committee**

Chairman – Town Mayor

(To consist of the Town Mayor, Deputy Mayor, and Chairman of each of the  
Council’s Standing Committees) and Councillors Bishop and Suttle.

7. **Appointment of Councillor Members of Advisory Committees 2026/27**

It was proposed by Councillor Suttle, seconded by Councillor Dorrington and  
RESOLVED UNANIMOUSLY:-

That the following appointments to the Coastal  
Change and Beach Management Advisory  
Committee and Traffic Management Advisory  
Committee be approved:-

(a) **Coastal Change and Beach Management Advisory  
Committee**

Councillors Bonfield, Foster, Sutton and Tomes.

(b) **Traffic Management Advisory Committee**

Town Mayor, Deputy Mayor and Councillors Bishop,  
Dorrington and Sutton.

8. **To review Committee Terms of Reference**

Consideration was given to the Committee Terms of Reference. It was noted  
that requests had been received for a number of organisations and interest groups to be  
added to the list of those able to send outside representatives to a number of  
committees. It was proposed by Councillor Vile, seconded by Councillor Foster and  
RESOLVED UNANIMOUSLY:-

That the following groups be added to the list of  
outside representatives set out in the Committee  
Terms of Reference:

Coastal Change & Beach Management Advisory  
Committee – a representative of local sea swimmers  
Community Services Committee – Day’s Park  
Community Sport Trust CIO  
Tourism & Local Economy Committee – Accessible  
Swanage

9. **Appointment of Councillor Members of Working Parties 2026/27**

It was proposed by Councillor Bonfield, seconded by the Town Mayor and  
RESOLVED UNANIMOUSLY:-

That the following appointments to Council  
Working Parties and Panels be approved:-

**Panels – lead councillor Town Mayor**

**Community Awards Panel**

Town Mayor and Deputy Mayor.

Lead officer – Planning & Community Engagement Manager

**Grants Panel**

Town Mayor and Deputy Mayor and Councillor Foster.

Lead officer – Planning & Community Engagement Manager

**Property Panel**

Town Mayor and Councillors Bonfield, Foster, Sutton and Vile.

Lead officer – Assets & Compliance Manager

**Working Parties – lead councillor shown in bold**

**Car Parks and Market**

Councillors Bonfield, Dorrington, **Foster** and Tomes.

Lead officers – Finance Manager (Car Parks) and Visitor Services Manager  
(Market)

**Communications Strategy**

Councillors Coward, **Foster**, Sutton, Tomes and Vile.

Lead officer – Planning & Community Engagement Manager

**Events**

Councillors Coward, Dorrington, Sutton, **Tomes** and Vile.

Lead officer – Visitor Services Manager

**Health Services**

Councillors **Bonfield**, Suttle and Tomes.

Lead officer – Town Clerk

**Seafront Masterplan**

Councillors Bishop, **Bonfield**, Coward, Foster, Suttle, Sutton and Tomes.

(Councillor Suttle, Dorset Councillor, co-opted member).

Lead officer – Assets and Compliance Manager

**Sport, Leisure and Wellbeing**

Councillors Bishop, Bonfield, Coward, Dorrington, Foster, Suttle, Sutton and  
**Tomes**.

Lead officer – Town Clerk

10. **Representatives on Outside Bodies**

It was proposed by Councillor Burridge, seconded by Councillor Dorrington and RESOLVED UNANIMOUSLY:-

That the following appointments of representatives to outside bodies be approved:-

**To appoint representatives to outside bodies 2026/27**

Citizens Advice	Councillor Vile
Cultural Purbeck	Councillor Tomes
Dorset Association of Parish & Town Councils	Town Mayor & Deputy Mayor
Dorset Coast Forum	Councillor Foster
Herston Village Hall Management Committee	Councillor Moreton
Herston Reading Room*	Councillor Bonfield
Mowlem Institute Trust	Councillor Tomes
Purbeck Rail Partnership	Councillor Bonfield
Purbeck Transport Action Group	Councillor Sutton
SE Purbeck Parishes Liaison Group	Town Mayor & Town Clerk
Sustainable Swanage Group	Councillor Sutton
Swanage Community Land Trust	Councillor Vile
Swanage Fairtrade	Councillor Lejeune
Swanage Library Friends	Councillor Sutton
Swanage Museum	Councillor Moreton
Swanage Pier Trust*	Councillor Suttle (DC & STC Trustee)
Swanage Regetta & Carnival Committee	Town Mayor, Councillors Dorrington & Coward
Swanage Skatepark Community Project	Councillors Bonfield, Dorrington & Tomes
Swanage Town & Community Partnership	Town Mayor
Swanage2027 Steering Committee	Councillor Sutton
Swanage Town & Herston Football Club	Councillors Bonfield, Sutton & Tomes
The Centre Management Board and Wellbeing Swanage	Councillor Dorrington

N.B. Councillors will act principally as observers in all cases except those marked \* where named councillors will be Trustees of these charities.

11. **Annual Membership Subscriptions 2026/27**

Consideration was given to membership subscriptions paid annually. It was proposed by Councillor Lejeune, seconded by Councillor Sutton and RESOLVED UNANIMOUSLY:-

That membership of the following organisations be renewed during the forthcoming year:

<b>Renewal</b>	<b>Date</b>	<b>Amount (Approx.) £</b>
National Association of Memorial Masons (NAMM)	1 <sup>st</sup> January	264.00
CPRE (prev. Campaign to Protect Rural England)	1 <sup>st</sup> February	36.00
Fields in Trust	1 <sup>st</sup> February	65.00
National Association of British Markets Authority (NABMA)	1 <sup>st</sup> April	509.00
Dorset Association of Parish & Town Councils (DAPTC)	1 <sup>st</sup> April	1359.53
National Association of Local Councils (NALC)	1 <sup>st</sup> April	677.42
Institute of Cemetery & Crematorium Management (ICCM)	1 <sup>st</sup> April	105.00
Rural Market Town Group (RSN)	1 <sup>st</sup> April	56.12
South West Councils	1 <sup>st</sup> April	666.00
National Society of Allotment & Leisure Gardeners (NSALG)	1 <sup>st</sup> August	84.00
The Ancient and Honourable Guild of Town Criers (AHGTC)	1 <sup>st</sup> August	30.00
Open Spaces Society	New	45.00

12. **To approve a calendar of meetings for 2026/27**

Proposed by the Town Mayor, seconded by Councillor Bonfield and RESOLVED UNANIMOUSLY:-

That the schedule of meetings for 2026/27 be approved.

13. **Minutes**

- (a) Proposed by Councillor Bonfield, seconded by the Town Mayor and RESOLVED UNANIMOUSLY:-

That the Minutes of the Meeting of the Council held on 27<sup>th</sup> April 2026 be approved as a correct record and signed.

- (b) Proposed by Councillor Bonfield, seconded by Councillor Vile and RESOLVED UNANIMOUSLY:-

That the Minutes of the Extraordinary Meeting of the Council held on 6<sup>th</sup> May 2026 be approved as a correct record and signed.

14. **Planning and Consultation Committee**

- Proposed by Councillor Foster, seconded by Councillor Lejeune and RESOLVED UNANIMOUSLY:-

That the Minutes of the Planning and Consultation Committee held on 6<sup>th</sup> May 2026 be approved as a correct record and signed.

15. **Statement of Cash Balance**

A Statement of Cash Balance as at 30<sup>th</sup> April 2026 was submitted for information (a copy attached at the end of these Minutes).

16. **Payment of Accounts**

In accordance with Financial Regulations 5 and 6, the following Payment Schedule was submitted for information:-

- Payment Schedules 13 & 1, amounting to £1,189,540.26.

17. **Swanage Town Council Corporate Plan 2026-2030 – To consider adoption of revised draft document**

Further to Minute No. 4 of the Finance and Governance Committee meeting held on 18<sup>th</sup> March 2026, Members considered the contents of a briefing paper which set out the results of the recent public consultation, together with a revised draft Swanage Town Council Corporate Plan (2026-2030) incorporating the amendments proposed by the Finance and Governance Committee.

It was proposed by Councillor Suttle, seconded by Councillor Dorrington and RESOLVED UNANIMOUSLY:-

That the revised draft Swanage Town Council Corporate Plan 2026-2030, be adopted without further amendment.

18. **Park Yoga – To consider granting a licence to use Queen Elizabeth II (Forres) Field**

Consideration was given to a briefing paper which set out a request from Park Yoga, a national charity providing free community yoga sessions, to use Queen Elizabeth II (Forres) Field on Sunday mornings between May and September. Members noted the health and wellbeing benefits of the proposal and the alignment with the Council's Corporate Plan. It was proposed by Councillor Sutton, seconded by Councillor Lejeune and RESOLVED UNANIMOUSLY:-

That Park Yoga be permitted to operate from Queen Elizabeth II (Forres) Field for a one-year trial with delegated authority granted to officers to determine

arrangements for future years, subject to compliance with the terms and conditions set out in the briefing paper.

19. **Dorset COP – To consider request from Planet Purbeck to issue a letter of support**

Members considered a request from Planet Purbeck for Swanage Town Council to support its bid to host the Dorset COP 2027 event in Swanage. Members noted that the proposal aligned with the Council’s Corporate Plan objectives relating to environmental protection and addressing the climate crisis. It was proposed by Councillor Sutton, seconded by Councillor Dorrington and RESOLVED UNANIMOUSLY:-

That the Town Council supports Planet Purbeck with their bid to host the Dorset COP 2027 by forwarding a letter, based on the suggested draft, to Dorset COP.

20. **Reporting of delegated matters**

There were no matters to report on this occasion.

21. **Report from Dorset Councillors**

The following updates were provided:

- **Commercial Lane** – It was reported that Commercial Lane had been resurfaced and was a great improvement to the area.
- **Eastern Area Planning Committee** – Councillor Suttle reported that he would no longer sit on Dorset Council’s Audit and Finance Committee but would represent Swanage on the Eastern Area Planning Committee.
- **Capital Grant for Swanage Green Seafront Scheme** – It was reported that Dorset Council would consider the Capital Grant at its Cabinet Meeting on 14<sup>th</sup> May 2026.
- **Street Lighting** – It was reported that adjustments were being made to the brightness levels of some streetlights to reduce light intrusion into nearby properties.

22. **Reports from Council representatives on outside organisations**

There were no reports on this occasion.

23. **Items of Information and Matters for Forthcoming Agendas**

There were no items of information to report.

The meeting concluded at 7.30 p.m.

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Draft Minutes of the **SPECIAL MEETING** of the Swanage Town Council held at the Town Hall, High Street, Swanage on **WEDNESDAY, 20<sup>th</sup> MAY 2026** at 7.00 p.m.

PRESENT:-

Councillor C. Tomes (Town Mayor) - Chairman

Councillor J. Bishop  
Councillor M. Bonfield  
Councillor P. Burrige  
Councillor M. Coward  
Councillor J. Dorrington (to 7.35 p.m.)  
Councillor T. Foster  
Councillor J. Lejeune  
Councillor G. Suttle  
Councillor C. Sutton

There were no members of the public present at the Meeting.

24. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Moreton and Vile.

25. **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.

There were no declarations to record on this occasion.

26. **TO CONSIDER THE INDEPENDENCE OF THE INTERNAL AUDITOR AND TO CONFIRM THERE IS NO CONFLICT OF INTEREST WITH THE EXTERNAL AUDITOR**

It was reported that the external auditor required affirmation of the independence of the internal auditor. Although this was not a statutory requirement it was noted as good practice, as per Sections 4.9 – 4.11: Independence within the *SAPPP Practitioners' Guide*, which recommends a review of the personal, financial and professional independence of the internal auditor on an annual basis.

It was further reported that as a part of the Intermediate Level Review the external auditor, BDO LLP, requires evidenced confirmation on an annual basis that there are no conflicts of interest with the aforementioned auditor. Following consideration of these matters, it was proposed by Councillor Bonfield, seconded by Councillor Foster and **RESOLVED UNANIMOUSLY:-**

To confirm the independence of the appointed internal auditor, Darkin-Miller Chartered Accountants, and that there are no conflicts of interest with the external auditor, BDO LLP.

It was reported that the existing contract with the Internal Auditor was for a three-year duration with the option for two one-year extensions; it was noted that the 2026/27 audit would require invoking the first one-year extension. A point was raised regarding a periodic change in auditor being seen as good practice, and this was noted as a matter to be considered at the next Finance and Governance Committee meeting in July 2026.

27. **INTERNAL AUDIT REPORT 2025/26**

(a) **Internal Audit Report 2025/26 - Visits 5 & 6 of 6**

Consideration was given to the Internal Audit Report issued for Visits 5 & 6 of 6 by the Council's Internal Auditor. It was noted that areas tested were:

- Risk Management
- Trusts
- Year End
- Lease Income; and
- General Income (conclusion of testing).

It was further noted that 1 high, 6 medium and 1 low recommendation had been made, with the medium and high recommendations reported to Members. It was proposed by Councillor Coward, seconded by Councillor Lejeune and RESOLVED UNANIMOUSLY:-

That the Internal Audit Report 2025/26 – Visits 5 & 6 of 6 be accepted and approved.

(b) **Annual Internal Audit Report 2025/26**

Consideration was given to the Annual Internal Audit Report (AIAR) for 2025/26, page 3 of the AGAR. It was noted that the Internal Auditor had stated YES to all relevant control objectives.

Consideration was also given to the supplementary Annual Internal Audit Report 2025/26 prepared by Darkin-Miller Chartered Accountants. The document consolidated the High and Medium recommendations that had been made during the year, with 6 visits in total. The report also provided an appraisal function for the Council's internal control system, which was deemed effective.

It was proposed by Councillor Sutton, seconded by Councillor Bishop and RESOLVED UNANIMOUSLY:-

That the Annual Internal Audit Report 2025/26 be accepted and approved.

28. **TO REVIEW THE SYSTEM OF INTERNAL CONTROL 2025/26**

In accordance with paragraph 6(1)(a) of the Accounts and Audit Regulations 2015, a Report on the Findings of the Review of the System of Internal Control 2025/26 was submitted for consideration. The report set out the role of the internal auditor and the steps taken during the year to enhance the Council's system of control, including the review of policy documents and charitable trust governance. The importance of the internal audit process and the scrutiny role played by the Finance & Governance Committee were highlighted. It was noted that the Corporate Risk Register, Standing Orders and Financial Regulations would be reviewed during 2026/27. It was proposed by Councillor Dorrington, seconded by Councillor Bonfield, and RESOLVED UNANIMOUSLY:-

That the Report on the Findings of the Review of the System of Internal Control 2025/26 be approved and accepted.

29. **ANNUAL GOVERNANCE & ACCOUNTABILITY RETURN 2025/26**

(a) **Section 1 – Annual Governance Statement 2025/26**

It was reported that the AGS contained a new Assertion for 2025/26, Assertion 10, relating to IT and Data Management. This Assertion had been marked as yes, with the Council having made suitable arrangements for its IT

and data management and has complied with proper practices, with the adoption of an IT Policy and the continued engagement of i-West in reviewing the Council's compliance with its data protection obligations. This built on the Annual Internal Audit Report 2025/26 which confirmed compliance in relation to these matters. It was proposed by Councillor Foster, seconded by Councillor Bishop, and RESOLVED UNANIMOUSLY:-

That the Annual Governance Statement 2025/26 be approved and signed for submission to the Council's external auditor with the Annual Governance & Accountability Return 2025/26.

Councillor Bishop left the meeting.

(b) **Section 2 – Accounting Statements 2025/26**

Members considered the Accounting Statements 2025/26 and the supplementary Financial Review 2025/26 provided to support and explain the figures in Section 2 of the AGAR. It was reported that the 2025/26 financial year had been positive, with higher than budgeted car parking and investment income and lower than estimated staffing costs. Beach Gardens had also performed well. Reserves had increased by £280k over the 2025/26 financial year in total, and it was reported that £1.85m was held in an earmarked reserve for the Green Seafront Scheme at 31<sup>st</sup> March 2026. It was proposed by Councillor Foster, seconded by Councillor Sutton and RESOLVED UNANIMOUSLY:-

That the Accounting Statements 2025/26 be approved and signed for submission to the Council's external auditor with the Annual Governance & Accountability Return 2025/26.

30. **ANNUAL TREASURY REPORT 2025/26**

It was reported that the outturn for the 2025/26 financial year was positive, with a budget of £240k and an outturn of £287k from investment income. This was a result of higher than estimated balances being held due to the deferment of significant capital expenditure to forthcoming financial years and high interest rates enduring throughout the year.

Pooled funds showed unrealised gains of £149k in total, with both gains and losses reported on individual funds. It was noted that £214k was held in an earmarked reserve to protect the Council should any losses be realised upon the sale of investments when required to fund the Green Seafront Scheme. It was proposed by Councillor BurrIDGE seconded by Councillor Coward, and RESOLVED UNANIMOUSLY:-

That the Annual Treasury Report 2025/26 be approved and accepted.

31. **ITEMS OF INFORMATION AND MATTERS FOR FORTHCOMING AGENDAS**

Members were informed that the Council had been approached by Cultural Purbeck to act as the accountable body in respect of their bid to be the Town of Culture 2028, and that the Town Clerk had agreed to this for the purpose of the application.

Councillor Bishop re-entered the meeting.

## **EXCLUSION OF PRESS AND PUBLIC**

Proposed by Councillor Bonfield, seconded by Councillor Suttle and AGREED:-

That, under Standing Order No. 1 c), in the public interest, the press and public be excluded from the Meeting in view of the confidential nature of the business to be transacted under agenda items 9 and 10 due to commercial and legal confidentiality.

## 32. **PROCUREMENT – GREEN SEAFRONT SCHEME**

### (a) **Communications & Engagement Plan – To consider quote from Dorset Coast Forum**

Members considered in detail the briefing note submitted containing a quote from Dorset Coast Forum to undertake communications and public engagement for the Green Seafront Scheme in 2026/27.

Discussion arose as to how much work would need to be undertaken during 2026/27, with planning taking up to 12 weeks, and how informative this would be for the public given the potential lack of newsworthy content.

Councillor Dorrington left the meeting.

The possibility of utilising internal resources and the Council's website as an alternative was discussed, with the Communications Working Party being a key resource. The potential to engage Dorset Council's communications team was also put forward, given that the Green Seafront Scheme was being managed alongside Dorset Council's Shore Road project. It was proposed by Councillor Tomes, seconded by Councillor Suttle and RESOLVED UNANIMOUSLY:

That the appointment of a supplier to undertake communications and public engagement be deferred, and that a meeting of the Communications Working Party be held to discuss the matter in more depth and report back to the Council Meeting to be held on 22<sup>nd</sup> June 2026.

### (b) **Schedule 1 of Collaboration Agreement with Dorset Council – To consider proposed charges payable for project management fees for 2026/27**

Members considered a briefing note detailing the fees payable under the Collaboration Agreement, Schedule 1 for management support provided by Dorset Council for the Green Seafront Scheme. It was noted that the assigned officer's input had been invaluable to date. It was proposed by Councillor Lejeune, seconded by Councillor Sutton and RESOLVED UNANIMOUSLY:

To engage Dorset Council via the Collaboration Agreement Schedule 1, to provide project management support for the Green Seafront Scheme in the 2026/27 financial year with a budget of £31,960.

(c) **Arboricultural Impact Appraisal and Method Statement – To consider entering into a contract**

The Assets and Compliance Manager reported that she had received several quotes for the provision of an Arboricultural Impact Appraisal Method Statement. Following discussion it was proposed by Councillor Bonfield, seconded by Councillor Suttle and RESOLVED UNANIMOUSLY:

That the Assets & Compliance Manager be given delegated authority to issue a contract for the provision of an Arboricultural Impact Appraisal and Method Statement up to £3,000.

33. **PROPERTY RELATED LEGAL MATTERS**

(a) **Day's Park - Vodafone Lease Renewal and Rent Review**

Further to Minute No. 237 (a) of the Council Meeting held on 27<sup>th</sup> April 2026, Members received an update regarding the lease renewal and rent review for the Vodafone mast at Day's Park. It was proposed by Councillor Lejeune, seconded by Councillor Suttle and RESOLVED UNANIMOUSLY:

To instruct solicitors to conclude negotiations and agree revised lease terms, as set out in the confidential briefing paper prepared for this item, subject to ongoing legal advice.

(b) **Football Club – To receive an update re. the terms of agreement for the demolition of the Football Club Sports Hall**

Further to Minute No. 242 of the Extraordinary Council Meeting held on 6<sup>th</sup> May 2026, Members received an update from the Town Clerk and Town Mayor regarding recent discussions with Swanage Town & Herston Football Club regarding the demolition of the former sports hall at Day's Park.

The meeting closed at 7.45 p.m.

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Draft Minutes of the Extraordinary meeting of the **FINANCE AND GOVERNANCE COMMITTEE** held at the Town Hall, Swanage on **WEDNESDAY, 20<sup>th</sup> MAY 2026** at 6.45 p.m.

PRESENT:- Councillor C Tomes (Town Mayor) – Chairman

Councillor J Bishop  
Councillor M Bonfield  
Councillor T Foster  
Councillor G Suttle  
Councillor C Sutton

Also in attendance: -

Councillor P. Burridge  
Councillor M. Coward  
Councillor J. Dorrington  
Councillor J. Lejeune

Dr M Ayres	Town Clerk
Ms G Percival	Assets & Compliance Manager
Miss A Spencer	Finance Manager

**Public Participation Time**

There were no members of the public present at the meeting.

1. **APOLOGIES**

Apologies for their inability to attend the Meeting were received from Councillors Moreton and Vile.

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.

There were no declarations to record on this occasion.

3. **TO APPOINT MEMBERS OF SUB-COMMITTEES:**

a) **CAPITAL PROJECTS SUB-COMMITTEE**

Further to paragraph 1.9 of the committee's terms of reference, consideration was given to the appointment of the Capital Projects Sub-Committee. The terms of reference for the sub-committee were outlined, and it was noted that it would be comprised of three or four members of the Finance & Governance Committee, usually including the Chairs of the Community Services and Environment & Green Spaces Committees.

It was proposed by Councillor Bonfield, seconded by the Councillor Sutton and RESOLVED UNANIMOUSLY:

To appoint the Town Mayor and Councillors  
Bonfield, Moreton and Sutton to the Capital Projects  
Sub-Committee.

b) **VEXATIOUS CORRESPONDENCE AND COMPLAINTS POLICY SUB-COMMITTEE**

Further to paragraph 1.17 of the committee's terms of reference, consideration was given to the appointment of the Vexatious Correspondence and Complaints Sub-Committee. The terms of reference for the sub-committee itself were outlined, and it was noted that this sub-committee would consist of the Mayor and/or Deputy Mayor and two members of the Finance & Governance Committee.

It was proposed by Councillor Bonfield, seconded by Councillor Bishop and RESOLVED UNANIMOUSLY:

To appoint Councillor Vile (Deputy Mayor) and Councillors Foster and Sutton to the Vexatious Correspondence and Complaints Policy Sub-Committee.

4. **TO APPOINT A DIGITAL TRANSFORMATION TASK AND FINISH GROUP**

It was reported that officers had taken initial steps in exploring potential improvements to Council operating systems that could be achieved by the introduction of new software, incorporating artificial intelligence. It was agreed that it would be beneficial for a Task & Finish Group to be established to explore options. Therefore, it was proposed by the Town Mayor, seconded by Council Foster and RESOLVED UNANIMOUSLY:

To appoint the Town Mayor, Councillor Vile (Deputy Mayor) and Councillors Coward, Dorrington, Foster and Sutton to the Digital Transformation Task and Finish Group.

5. **DATE OF NEXT MEETING**

The date of the next meeting was noted as 22<sup>nd</sup> July 2026 at 2.15 p.m.

The meeting concluded at 6.55 p.m.

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Draft Minutes of the Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **MONDAY, 1<sup>st</sup> JUNE 2026** at 7.00 p.m.

Chairman: -

Councillor T Foster

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor P Burridge

Swanage Town Council

Councillor J Lejeune

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor S Vile

Swanage Town Council

Also in attendance: -

Miss N Clark

Planning and Community Engagement Manager

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

**Public Participation Time**

There were no matters raised.

**1) Apologies**

Apologies for his inability to attend the Meeting were received from Councillor Sutton.

**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.

There were no declarations on this occasion.

**Planning**

**3) Plans for consideration**

**Delegated Applications**

P/FUL/2026/01252

**Ullwell Farm Caravan Park, Ullwell Road, Swanage, BH19 3DG**

Erect raised decking to the side of a static caravan.

**OBSERVATION:** No objection. However, attention is drawn to previous concerns raised by the Town Council in relation to potential fire risks, and associated hazards, that a sizeable number of UPVC and wooden structures in close proximity to one another could have in a caravan park. A recommendation is made that consideration should be given to non-combustible construction materials.

P/FUL/2026/02575

**Swanage Conservation Area**

**The White Swan, 31 High Street, Swanage, BH19 2LT**

Replacement windows to first floor. Extendable escape ladder installed to flat roof. Minor external and internal alterations.

**OBSERVATION:** No objection to the proposed works, subject to adherence to the Design and Conservation Officer's report and any associated recommendations. However, councillors wish to draw attention to the Fire Risk Assessment dated 1<sup>st</sup> October 2024 and raise

significant concerns regarding the fire safety of the building. In particular, concern is expressed about the issues identified within the assessment and the recommended actions set out in the accompanying Action Plan. Whilst these matters may fall outside the direct scope of the current application, councillors would like to receive confirmation that the identified fire safety deficiencies will be, or have been, addressed as a matter of priority.

P/LBC/2026/02576  
**LISTED**

**Listed Building Consent**

**The White Swan, 31 High Street, Swanage, BH19 2LT**

Replacement windows to first floor. Extendable escape ladder installed to flat roof. Minor external and internal alterations.

**OBSERVATION:** No objection to the proposed works, subject to adherence to the Design and Conservation Officer's report and any associated recommendations. However, councillors wish to draw attention to the Fire Risk Assessment dated 1<sup>st</sup> October 2024 and raise significant concerns regarding the fire safety of the building. In particular, concern is expressed about the issues identified within the assessment and the recommended actions set out in the accompanying Action Plan. Whilst these matters may fall outside the direct scope of the current application, councillors would like to receive confirmation that the identified fire safety deficiencies will be, or have been, addressed as a matter of priority.

P/HOU/2026/01416

**Reconsultation – amended plans**

**Saltwinds, Belle Vue Road, Swanage, BH19 2HP**

Proposed extensions and alterations to provide ground and first floor accommodation, and to refurbish outbuildings.

**OBSERVATION:** Recommend refusal. The minor amendments made to the roof design do not overcome the Town Council's original concerns, as set out in its comments dated 20<sup>th</sup> April 2026, which remain unchanged:

The Town Council recommends refusal of the proposal as submitted. It supports the officer's pre-application advice report dated 2nd February 2026 and the comments therein, in particular regarding the proposed addition of a tall, steeply pitched roof to provide a loft room and covered balcony, which is considered to appear out of character, intrusive, and contrived within its setting in Belle Vue Road.

\* P/HOU/2026/02400

**12 Anglebury Avenue, Swanage, BH19 1QP**

Proposed loft conversion, including Juliet balconies and new rooflights.

**OBSERVATION:** No objection.

P/HOU/2026/02454

**17 Townsend Road, Swanage, BH19 2PU**

Replace existing timber garage/shed with log cabin.

**OBSERVATION:** No objection.

P/HOU/2026/02528

**Swanage Conservation Area**

**The Old Stone Factory, 6 Sentry Road, Swanage, BH19 2AG**

Install side extension to existing dormer.

**OBSERVATION:** No objection.

P/HOU/2026/02652     **23 Hillsea Road, Swanage, BH19 2QL**  
Proposed loft conversion with dormer; erect single storey side extension with balcony over; replacement render; internal and external alterations; erect boundary wall.  
**OBSERVATION:** Further to the planning officer's Pre-application Advice report dated 21<sup>st</sup> November 2025, the Town Council notes that a number of matters identified within that report remain outstanding at the present time. Accordingly, the Council is not in a position to make a fully informed or formal comment on the proposal as submitted.  
Notwithstanding the above, councillors raise concerns regarding the potential impact of the proposed development on neighbouring residential amenity, particularly in relation to overlooking and the consequent loss of privacy.  
The Council also wishes it to be noted that it welcomes the inclusion of a new Purbeck Stone boundary wall within the proposal, which is considered to be a positive feature that reflects local character and distinctiveness.

P/HOU/2026/02795     **24 Princess Road, Swanage, BH19 1JQ**  
Add a first floor storage room to existing garage.  
**OBSERVATION:** No objection.

P/STA/2026/02503     **Statutory Undertaker Application**  
**Land near Ulwell Cottage Caravan Park, Ulwell, Swanage, BH19 3DG (Land near Nine Barrow Down)**  
3 X no. 11kv electric wood pole replacements.  
**OBSERVATION:** No objection.

**For Information Only**

\* P/CLP/2026/02755     **Certificate of Lawful Use Proposed**  
**27 Walrond Road, Swanage, BH19 1PD**  
Erection of garages with associated hardstanding.

**Please note:**

\* The Town Council is Corporate Trustee of the De Moulham Trust, which holds the benefit of covenants in the properties that are the subject of applications marked \*.

# The Town Council is the owner of land included within, or directly affected by, applications marked #.

**4) Applications for tree works - opportunity to raise any matters of concern**

Consideration was given to the following proposed tree works:-

P/TRT/2026/02801     **Swanage Conservation Area & Tree Preservation Order**  
**18 Church Hill, Swanage, BH19 1HU**  
T1 Oak - Crown reduction by up to 1.25m. Crown raise to 3.5m by removing secondary and tertiary branches only.  
**OBSERVATION:** No objection.

**Consultation**

**5) To note receipt of the following consultation document, and to determine the Council's preferred method of response, if any:**

a) Department for Environment, Food & Rural Affairs (DEFRA) – Public consultation on

## **Biodiversity Net Gain (BNG) - considering a targeted exemption for residential brownfield development**

It was reported that DEFRA was seeking views and comments on a potential exemption from Biodiversity Net Gain requirements for residential brownfield development and on its proposed approach to implementing such changes, including:

- A definition of brownfield residential development - establishing a clear, operational definition that combines both what constitutes residential-led development and what counts as brownfield land.
- Potential exemption thresholds - seeking views on whether a targeted exemption is required and if so, the appropriate area based threshold at which a brownfield residential development may qualify for the exemption.
- Measures to limit ecological impacts - identifying safeguards to ensure that exempted developments continue to protect important habitats.
- The potential impacts of a targeted BNG exemption - a summary of the evidence and modelling used to assess the potential impacts of a targeted brownfield BNG exemption across different thresholds and definitions of brownfield land.

During the ensuing discussion, Committee Members considered that, given the importance of the consultation, it would be prudent to obtain feedback from the Council's Assets and Compliance Manager regarding the proposals and any implications arising from them before submitting its response to the consultation survey.

It was therefore proposed by Councillor Bonfield, seconded by Councillor Tomes and **RESOLVED UNANIMOUSLY:-**

That delegated authority be granted to officers, in consultation with the Chairman, Councillor Foster, to formulate and submit the Town Council's response to the consultation survey, having regard to the discussions held at the meeting and any feedback received from the Assets and Compliance Manager.

A copy of the completed survey would be circulated to Committee Members accordingly.

## **b) Dorset Council - Community Emergency Response Plan (CERP) Survey**

It was reported that Dorset Council was consulting with town and parish councils to better understand how they currently prepared for and responded to local emergencies, and to identify any support that may be required in the future. Survey responses would help to build an accurate picture of local risks, resources, training needs and existing arrangements, thereby directly informing future guidance and support. It was noted that, whether local councils had established a CERP, were in the process of developing one, or had not yet begun, their input was considered essential by Dorset Council.

During the ensuing discussion, Committee Members noted that the Town Council had formally adopted the Swanage CERP in June 2023. Members further considered that it would be prudent to obtain feedback from the Council's Assets and Compliance Manager, as one of the Lead Officers on the Swanage CERP, prior to submitting the Town Council's response to the consultation survey.

It was therefore proposed by Councillor Bonfield, seconded by Councillor Tomes and **RESOLVED UNANIMOUSLY:-**

That delegated authority be granted to officers, in consultation with the Chairman, Councillor Foster, to formulate and submit the Town Council's response to the consultation survey, in accordance with discussions held at the meeting and any feedback received from the Assets and Compliance Manager.

A copy of the completed survey would be circulated to Committee Members accordingly.

### **Neighbourhood Planning**

#### **6) Appointment of Swanage Neighbourhood Plan (SNP) Steering Group 2026/27**

Consideration was given to the appointment of Councillor Members to the SNP Steering Group for 2026/27, in line with Sections 5.1 to 5.3 of the Group's Terms of Reference on membership.

It was proposed by Councillor Tomes, seconded by Councillor Burridge and RESOLVED UNANIMOUSLY:-

That Councillors Bonfield, Foster, Lejeune, Sutton, Tomes and Vile be appointed as Members to the Swanage Neighbourhood Plan Steering Group for 2026/27.

In accordance with the Terms of Reference for the Group, it was further RESOLVED:-

That Mr A Larner, Mrs J Owens, Mr G Richardson, Mrs J Sutcliffe, and Mr B Taylor, also be appointed as Members to the Swanage Neighbourhood Plan Steering Group for 2026/27.

It was noted that the Chair and Vice-Chair of the Steering Group for 2026-27 would be appointed at the next meeting of the Group.

It was reported that Mr L Luke had decided not to stand as a Member of the Steering Group for the forthcoming year.

#### **7) Items of Information and Matters for Forthcoming Agendas**

**a) Planning and National Planning Policy Framework training for Town Councillors.**

#### **8) Date of next meeting**

The date of the next meeting had been scheduled for Monday 6<sup>th</sup> July 2026.

The meeting closed at approximately 7.55 p.m.

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Draft Minutes of the Extraordinary Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **THURSDAY, 11<sup>th</sup> JUNE 2026** at 6.00 p.m.

Chairman: -

Councillor T Foster

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor P Burridge

Swanage Town Council

Councillor J Lejeune

Swanage Town Council

Councillor C Sutton

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor S Vile

Swanage Town Council

Also in attendance: -

Councillor C Moreton

Swanage Town Council

Dr M Ayres

Town Clerk

Miss N Clark

Planning and Community Engagement Manager

There were sixteen members of the public present at the meeting.

**Public Participation Time**

The following matters were raised:

**Revised outline planning application No. P/OUT/2024/03253 Harrow House, Harrow Drive, Swanage, BH19 1PE**

- Concerns were expressed regarding the absence of genuinely affordable housing provision, the proposal's non-compliance with planning policy, and that it also failed to recognise the recommendations made in the Dorset Local Plan Options Consultation. However, support was expressed regarding the retention and conversion of the main Harrow House building.
- Further concerns were raised regarding the scale, massing, and visual impact of the proposed development.
- Attention was drawn to the proposed loss of existing sports facilities and whether there would be a financial contribution made by the developer towards replacement provision or other community benefits.
- Comments were made that there was a greater need for affordable housing within Swanage than for additional market housing.
- Concerns were expressed regarding potential adverse impacts on neighbouring properties, including privacy, outlook, and loss of light.
- Further concerns were raised regarding the size and siting of some of the proposed dwellings, particularly those located close to site boundaries, the inclusion of rooms within roof spaces, and possible light pollution.
- Comments were made regarding the potential impact of the development on wildlife and biodiversity on the site. Attention was drawn to an increase in wildlife reported to have been observed since the closure of the school, including foxes and badgers, together with sightings of Peregrine Falcons.
- Objections were raised regarding the extent of hard surfacing proposed within the development and the potential impact on surface water drainage and disposal, particularly in light of climate change considerations.
- Disappointment was expressed that a number of revised planning applications had been submitted by the developer to Dorset Council in relation to the proposal.

1) **Apologies**

There were no apologies given for inability to attend the Meeting.

3) **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.

There were no declarations on this occasion.

**Planning**

4) **Plans for consideration**

**Delegated Applications**

\* P/OUT/2024/03253

**Harrow House, Harrow Drive, Swanage, BH19 1PE**

Outline application with all matters reserved (except for access, scale and layout) for the erection of up to 73 dwellings including the conversion of an existing building, with associated infrastructure, landscaping and parking (revised plans submitted and description amended to 73 dwellings in June 2026).

**OBSERVATION:** The Town Council strongly recommends refusal of this latest revised application. The further amendments submitted do not address or mitigate the Council's original concerns, as set out in its comments dated 1<sup>st</sup> December 2025, 2<sup>nd</sup> June 2025, and 5<sup>th</sup> August 2024 (copies of which are attached to the end of these minutes). These concerns remain wholly valid and unchanged. The Council wishes to reiterate that it continues to have fundamental objections to the proposal and remains deeply concerned by the complete absence of community-led, genuinely affordable housing within the development. The town is in urgent need of truly affordable housing, including social rented housing, affordable rented housing, and affordable home ownership opportunities for local people and young families. The Town Council would strongly expect Dorset Council to require a clear and enforceable commitment to affordable housing provision of at least 30%, in accordance with Policies H9, H10, and H11 of the Purbeck Local Plan 2018-2034, which should be secured as a condition of any future planning approval for the site.

Attention is also drawn to:

- **Dorset Council Local Plan Options Consultation (August to October 2025)** – Site Code LA/SWAN/017, Harrow House. The Options Consultation estimated the site's capacity at 'around 45 homes', and stated 'Proposed approach: Appropriate density of development for the location. Redevelopment of the site should take account of surrounding layouts and densities.'
- **Economic Viability Assessment** – further to the Town Council's previous representations to Dorset Council, it has yet to receive a response regarding the outcome of its request for the submitted Economic Viability Assessment to be independently scrutinised. The Council would welcome a copy of the Assessment.

**Please note:**

\* The Town Council is Corporate Trustee of the De Moulham Trust, which holds the benefit of covenants in the properties that are the subject of applications marked \*.

# The Town Council is the owner of land included within, or directly affected by, applications marked #.

**6) Items of Information and Matters for Forthcoming Agendas**

There were no matters raised.

**7) Date of next meeting**

The date of the next meeting had been scheduled for Monday 6<sup>th</sup> July 2026.

The meeting closed at approximately 6.25 p.m.

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**EXTRACT FROM:** Minutes of the Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **MONDAY, 1<sup>st</sup> DECEMBER 2025** at 7.00 p.m.

Chairman: -

Councillor T Foster

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor P Burridge

Swanage Town Council

Councillor J Lejeune

Swanage Town Council

Councillor C Sutton

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor S Vile

Swanage Town Council

Also in attendance: -

Miss N Clark

Planning and Community Engagement Manager

There were five members of the public present at the meeting.

1) **Apologies**

There were no apologies given for inability to attend the Meeting.

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.

There were no declarations to record on this occasion.

**Planning**

3) **Plans for consideration**

**Delegated Applications**

P/OUT/2024/03253

**Revised application**

**Harrow House, Harrow Drive, Swanage, BH19 1PE**

Outline application with all matters reserved (except for access, scale and layout) for the erection of up to 83 dwellings including the conversion of an existing building, with associated infrastructure, landscaping and parking (revised plans submitted and description amended to 83 dwellings in November 2025).

**OBSERVATION:** The Town Council strongly recommends refusal of of this revised application. The further minor amendments made to the proposal do not address or mitigate the Council's original concerns, as detailed in its comments dated 5th August 2024 and 2<sup>nd</sup> June 2025 (copies attached below).

These concerns remain wholly valid and unchanged.

As previously stated, the Council continues to express fundamental objections, particularly regarding the complete absence of community-led, genuinely affordable housing within the proposed development. The Council also wishes it to be noted that it is in full support of the Housing Enabling Team's report dated 14<sup>th</sup> November 2025, and reiterates its strong recommendation that Dorset Council requires a clear and enforceable commitment to affordable housing provision of at least 30%, in accordance with Policies H9, H10, and H11 of the Purbeck Local Plan 2018-2034, as a condition of any future planning approval for the site.

**Additional comments:**

Further to the Council's comments of 5<sup>th</sup> August 2024 and 2<sup>nd</sup> June 2025 relating to this proposed development, it has yet to receive a response regarding the outcome of its request for the submitted Economic Viability Assessment to be independently scrutinised.

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## **EXTRACT FROM:**

Minutes of the Meeting of the **PLANNING AND CONSULTATION COMMITTEE** held at the Town Hall, Swanage on **MONDAY, 2<sup>nd</sup> JUNE 2025** at 7.00 p.m.

Chairman: -

Councillor T Foster

Swanage Town Council

Present: -

Councillor M Bonfield

Swanage Town Council

Councillor J Lejeune

Swanage Town Council

Councillor S Vile

Swanage Town Council

Also in attendance: -

Miss N Clark

Planning and Community Engagement Manager

There were two members of the public present at the meeting.

### **Public Participation Time**

The following matter was raised:

**Planning application No. P/OUT/2024/03253 Harrow House, Harrow Drive, Swanage, BH19 1PE** – a representative of The Purbeck Society expressed major concerns regarding the absence of genuinely affordable housing within the proposed development of up to 93 dwellings.

#### **1) Apologies**

Apologies for their inability to attend the Meeting were received from Councillors Sutton and Tomes.

#### **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.

**Planning application No. P/HOU/2025/02834 Tor Cottage, 11 Victoria Road, Swanage, BH19 1LY**– Councillor Lejeune declared a non-pecuniary interest by reason of being a personal acquaintance of the applicant.

There were no further declarations to record on this occasion.

### **Planning**

#### **3) Plans for consideration**

##### **Delegated Applications**

P/OUT/2024/03253

##### **Revised plans and information**

##### **Harrow House, Harrow Drive, Swanage, BH19 1PE**

Outline application with all matters reserved (except for access, scale and layout) for the erection of up to 93 dwellings, including the conversion of an existing building, with associated infrastructure, landscaping and parking.

**OBSERVATION:** The Town Council strongly recommends refusal of this application. The minor amendments made to the proposal do not address or mitigate the Council's original concerns, as detailed in its comments dated 5th August 2024 (copy attached). These concerns remain wholly valid and unchanged.

The Town Council continues to express fundamental objections, in particular to the lack, or complete absence, of genuinely affordable housing within the proposed development. This shortfall remains a significant and unacceptable issue within the context of local housing needs, particularly for low- to moderate-income households, it is essential that any development of this scale includes a meaningful proportion of affordable homes that reflect local affordability criteria, not just national benchmarks.

The absence of genuinely affordable housing is not merely appalling and inexcusable to the Council, it represents a fundamental flaw in the proposal (PLP Policies H9 & H11: Housing Mix, and Affordable Housing). This shortcoming calls into question the development's overall suitability, fairness, and alignment with both planning policy and community priorities. As evidenced by local housing need statistics, Swanage does not need more houses, it needs more affordable homes, and without the inclusion of truly affordable homes, the proposal risks exacerbating existing housing inequalities and fails to make a positive contribution toward the broader goals of sustainable and inclusive community growth.

The Council therefore strongly urges Dorset Council to require a clear, enforceable commitment to affordable housing provision as a condition of any planning approval.

**Additional comments:**

Further to the Council's comments made on 5<sup>th</sup> August 2024 regarding this proposed development, it has yet to receive a response to the outcome of its request for the submitted Economic Viability Assessment to be independently scrutinised.

The Council seeks clarification regarding the proposed number of dwellings to be constructed, the revised plans would suggest that this has now been reduced to 85, however, the application description still states 'up to 93'.

The Council wishes its complete dismay and utter disillusionment to be noted that a revised planning application has been submitted so soon/before a decision has been made on the original application, which has also not taken into account or addressed the original concerns submitted by the local community in relation to this development.

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**EXTRACT FROM: Minutes of the Meeting of the PLANNING AND CONSULTATION COMMITTEE held at the Town Hall, Swanage on MONDAY, 5<sup>th</sup> AUGUST 2024 at 7.00 p.m.**

Chairman: -

Councillor M Bonfield

Swanage Town Council

Present: -

Councillor T Foster

Swanage Town Council

Councillor J Lejeune

Swanage Town Council – from 7.35pm

Councillor D Monkhouse

Swanage Town Council

Councillor C Moreton

Swanage Town Council

Councillor C Tomes

Swanage Town Council

Councillor S Vile

Swanage Town Council

Also in attendance: -

Councillor S Brookes

Swanage Town Council

Councillor W Trite

Swanage Town Council

Dr M Ayres

Town Clerk

Miss N Clark

Planning and Community Engagement Manager

There were seventeen members of the public present at the meeting.

**Public Participation Time**

The following matters were raised:-

- **Planning application No. P/OUT/2024/03253 Harrow House, Harrow Drive, Swanage** – a number of concerns regarding a proposed new development of 93 residential dwellings, which included:-
  - **Lack of affordable housing for local people** – comments made that the proposed level of ‘affordable’ units was unacceptable.
  - **Highway issues** – concerns that access to the new development would be via a narrow, residential road, Walrond Road, and attention drawn to regular occurrences of inconsiderate parking and passing issues seen in the road. Comments made regarding visibility issues when exiting into Northbrook Road, the recent increase in traffic in that road due to a new residential development of 180 dwellings (which was nearing completion), and pedestrian safety concerns, in particular regarding schoolchildren walking to the St Mary’s Primary School and Pre-school. Further concerns raised regarding access for emergency vehicles, and the impact of construction traffic during any construction works.
  - **Infrastructure** – concerns regarding the already congested A351/A35 if more people decided not to use the ferry service in view of affordability, and the increased adverse impact on the environment this could bring. Further concerns regarding the increased impact on the sewerage system, which already experienced issues/blockages at times, and the possible impact on the town’s Blue Flag and Seaside Award.
  - **Lack of local services** - to support such an increase in resident numbers, in particular the town’s young people.
  - **Overbearing size and scale of part of the proposed development** – concerns regarding overlooking and loss of privacy for some properties in Cauldron Crescent. Lack of detail within the outline plans regarding elevations on the site. Comments were made that contact had been made with the developer regarding these concerns, but that no response had been received.
  - **Eastern Area Planning Committee (EAPC)** – a request made for the date and venue of the EAPC Meeting at which the outline planning application would be considered to be publicised widely to enable local residents to apply to speak at the meeting.

1) **Apologies**

There were no apologies given for inability to attend the Meeting.

**Planning**

3) **Plans for consideration**

**Delegated Applications**

\* P/OUT/2024/03253

**Harrow House, Harrow Drive, Swanage, BH19 1PE**

Outline application with all matters reserved (except for access) for the erection of up to 93 dwellings, including the conversion of an existing building, with associated infrastructure, landscaping, and parking.

**OBSERVATION:** Recommend refusal. The Town Council has major concerns regarding the proposals as follows:-

**Lack of affordable housing – Purbeck Local Plan (PLP) Policy H11: Affordable Housing**

The Town Council is extremely disappointed to note that the ‘affordable’ housing element of the proposed development of 93 dwellings is unacceptable at only 9.68% (9 dwellings). These are stated to be ‘starter homes’ which are all one-bedroom flats, and are subject to a price cap of £250,000 (after any discount applied), which is considered unaffordable to typical first-time buyers.

During the original community engagement undertaken by the developer the ‘affordable’ housing element proposed was 30% (28 dwellings). Local housing need statistics evidence that Swanage does not need more houses, its needs more affordable and social housing, with a mix of tenures to meet those needs (**PLP Policy H9: Housing Mix** - Provide a mix of housing, to include affordable options, that meets the needs of local people).

Major concerns are also raised regarding the submitted Economic Viability Assessment, and a request is made for this to be independently scrutinised.

**Highway issues – traffic generation, vehicular access, highway safety**

The housing development in Northbrook Road (Compass Point - 180 new dwellings) is nearing completion, and there has been a significant increase in vehicular traffic in Northbrook Road, and the surrounding area. Particular concerns are already held by the Town Council regarding vehicle and pedestrian safety/visibility in Northbrook Road, and at its junction with Victoria Avenue, which is the main, busy route into the town/to the beach area (motor vehicles and pedestrians), and route to Studland/Bournemouth.

The proposed new development will be accessed from Northbrook Road, and via a narrow residential road (Walrond Road) which already experiences existing parking and passing issues, which could be exacerbated by such an increase in traffic movements (including motor vehicles, delivery vehicles, refuse collections, emergency services, and construction traffic).

**Capacity of physical infrastructure/deficiencies in social facilities – lack of local facilities to service increase in permanent resident numbers**

Potential large increase in resident numbers - possible adverse impact on existing local services and infrastructure. Although not a material

planning consideration, the Town Council recommends that consultation is undertaken with local schools, health and community services to assess the actual impact that this potential increase in the Swanage population would have. The assumption is that this proposed new development would be subject to the new **PLP Second Homes Policy: H14**, which was adopted on 18<sup>th</sup> July 2024.

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## Agenda Item 5 (a)

### SWANAGE TOWN COUNCIL

#### Statement of Cash Balance as at 31st May 2026

	£ p	£ p
Balance in Hand at 01/04/2026		£88,483.90 Cr
As per reconciliation dated 30/04/2026	£1,248,361.23 Cr	
Income during May	£242,065.22 Cr	
Movement of Cash-Investment	£500,000.00 Cr	
Add - Outstanding receipts- April	£5,589.91 Cr	
Less - Outstanding receipts - May	<u>£5,628.55 Dr</u>	£1,990,387.81 Cr
Less payments made:		
As per Reconciliation dated 30/04/2026	£1,189,540.26 Dr	
Schedule 2	£302,098.93 Dr	
Movement of Cash-Investment	<u>£350,000.00 Dr</u>	£1,841,639.19 Dr
		<u><u>£237,232.52 Cr</u></u>
Balance at Bank		
Current Account		£129,358.03 Cr
Deposit Account		<u>£107,874.49 Cr</u>
		<u><u>£237,232.52 Cr</u></u>
Short Term Investments held by the Council		
CCLA Public Sector Deposit Fund (MMF)		£750,000.00
Abrdn (MMF)		£500,000.00
DMADF-Deposit		£550,000.00
DMADF-Deposit		£350,000.00
DMADF-Deposit		£500,000.00
DMADF-Deposit		<u>£350,000.00</u>
		<u><u>£3,000,000.00</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 May 2026

Prepared by Alison Spencer

Dated: 8th June 2026

Certified by Martin Ayres

Dated: 8th June 2026

**Agenda Item 6- Monitoring of Payments**

**SWANAGE TOWN COUNCIL**

**Year Ending 31<sup>st</sup> March 2027**

**Payment schedule reported to Council - 22nd June 2026**

**Schedule 2:**

The following payments have been made in accordance with Regulations 5 and 6 of the Town Council's Financial Regulations, amounting in aggregate to:

**SIX HUNDRED AND FIFTY TWO THOUSAND, NINETY EIGHT POUNDS  
AND NINETY THREE PENCE**

.....(**£652,098.93**).....

## Swanage Town Council Schedule of Payments - Month 2

### Direct Debits & Standing Orders

Date	Name	Inv Ref	Inv Date	Details		Payment Total
18/05/2026	AIB Merchant Services	300426.000004	30/04/2026	Merchant serv charge		742.36
11/05/2026	Barclaycard Merchant Services	001884330426	30/04/2026	Monthly charge		43.62
01/05/2026	Dorset Council	840014144	01/04/2026	NNDR 26/27		23,349.00
08/05/2026	DNA Payments	0426-008205316350	30/04/2026	Card charge fees April	92.79	388.34
08/05/2026		0426-00820531632	30/04/2026	Card charge fees April	272.27	
08/05/2026		0426-008205316400	30/04/2026	Card charge fees April	19.28	
08/05/2026		0426-008205316380	30/04/2026	Card charge fees April	4.00	
01/05/2026	Ecotricity Ltd	08563796	10/04/2026	Electricity	362.70	8,566.16
20/05/2026		08702585	06/05/2026	Electricity - Various sites	4,066.90	
21/05/2026		08693677	07/05/2026	Electricity - Various sites	1,037.87	
21/05/2026		08635932	30/04/2026	Electricity - Various sites	864.60	
21/05/2026		08635866	30/04/2026	Electricity - Various sites	432.72	
27/05/2026		08710754	06/05/2026	Electricity	670.33	
28/05/2026		08728289	07/05/2026	Electricity	226.41	
27/05/2026		08721103	12/05/2026	Electricity	904.63	
26/05/2026		Everflow	5521262	16/05/2026	Water	
11/05/2026	Lloyds Bank PLC	485181532	13/04/2026	Bank charge	62.59	185.79
26/05/2026		485708559	08/05/2026	Bank charge	123.20	
11/05/2026	Paytek Admin Services Ltd (First)	109249	01/05/2026	Monthly charge	72.00	200.35
11/05/2026		110152	01/05/2026	Monthly charge	128.35	
18/05/2026	Sage (UK) Ltd	INV22563622	01/05/2026	Monthly charge		703.80
05/05/2026	SEFE Energy Limited	INV04206878	17/04/2026	Town Hall- Annexe	294.91	1,380.77
05/05/2026		INV04208200	17/04/2026	Town Hall- Office	695.95	
05/05/2026		INV04208260	17/04/2026	Depot	156.83	
05/05/2026		INV04208151	17/04/2026	TIC	233.08	
01/05/2026	water2business	6069841065	02/02/2026	Water- Various Sites		3,705.91
<b>Total of Direct Debit &amp; Standing Orders</b>						<b>45,937.11</b>

### Lloyds Chargecard

Date	Name	Inv Ref	Inv Date	Details		Payment Total
14/05/2026	Budgens	411461	20/04/2026	Parish Assembly Refreshments	101.11	821.45
14/05/2026	Inn Supplies	72875	17/04/2026	Cups BG	357.84	
14/05/2026	DVLA	1271381562287098	30/04/2026	Licence fee	362.50	
<b>Total of Chargecard payments</b>						<b>821.45</b>

### BACS /CHAPS

Date	Name	Inv Ref	Inv Date	Details		Payment Total		
29/05/2026	123 Send Limited	2026050004653210	01/05/2026	A920Pro with SIM		158.36		
29/05/2026	4C Managed Service Ltd	70608	28/04/2026	Depot reinstall wireless card	156.00	2,404.28		
29/05/2026		70686	10/05/2026	BG phone	42.00			
29/05/2026		70686	10/05/2026	TIC IT	483.26			
29/05/2026		70685	10/05/2026	Depot IT/phone	379.56			
29/05/2026		70687	10/05/2026	Project plan x3	106.74			
29/05/2026		70687	10/05/2026	TH phone	42.00			
29/05/2026		70687	10/05/2026	TH IT	781.92			
29/05/2026		70691	12/05/2026	Councillors laptops subscription	374.40			
29/05/2026		70758	21/05/2026	Domain hosting	38.40			
29/05/2026		A.B.A. Groundcare (SW) Ltd	165998	28/04/2026	HedgeTrimmers			751.00
29/05/2026		Ace Office Environments Ltd.	01177308	30/04/2026	Stationery		77.56	166.12
29/05/2026			01178982	22/05/2026	Stationery		88.56	
29/05/2026		ACL Asbestos Contracting Limited	SI-79521	29/04/2026	Removal of items			270.00
29/05/2026	Moor Coffee LTD	MC 30230	29/04/2026	Beach Gardens - coffee		867.00		

29/05/2026	Amazon	GB62IXMD6AEUI	01/04/2026	Beach Gardens - tennis balls	13.00	
29/05/2026		GB60001FKI8INTI	13/04/2026	photo frames	55.20	
29/05/2026		CN-GB60004UI8INTI	30/04/2026	photo frames	(18.40)	
29/05/2026		GB6025QSKQ0WNI	23/04/2026	Market - folding stool	19.19	
29/05/2026		GB63FBXVFAEUI	24/04/2026	Boat Park - anti-fatigue mats	43.20	
29/05/2026		GB6000C1F6R7FI	24/04/2026	Boat Park - folding stool	49.88	
29/05/2026		GB6001U10XCKHI	24/04/2026	Boat Park - padlocks	26.76	
29/05/2026		GB63FNQD3AEUI	24/04/2026	Boat Park - hose accessories	40.07	
29/05/2026		GB63IW7YJAEUI	27/04/2026	Office equipment	40.99	
29/05/2026		GB63IW4Q1AEUI	27/04/2026	Office equipment	40.99	
29/05/2026		GB60009QMHEQZI	27/04/2026	Office equipment	14.44	
29/05/2026		GB602ZEWORLDFI	05/05/2026	TIC - 90th celebrations - bunting	24.98	
29/05/2026		GB63THDTFAEUI	06/05/2026	TIC - leaflet display holders	5.46	
29/05/2026		GB6001K2BGPWVI	06/05/2026	TIC - stationery	13.29	
29/05/2026		GB600ELA5VO091	06/05/2026	TIC - 90th celebrations - tableware	9.88	
29/05/2026		GB600XDH163UNI	06/05/2026	TIC - kneeling mats	7.20	
29/05/2026		GB6001KHMZ9RXI	06/05/2026	TIC - 90th celebrations - tableware	4.55	
29/05/2026		GB63U5ZNSAEUI	06/05/2026	TIC - leaflet display stands	10.92	
29/05/2026		GB60016O6RO8FI	06/05/2026	TIC - 90th celebrations - bunting	14.99	
29/05/2026		GB60004B41J8HI	06/05/2026	TIC - 90th celebrations - decoration	6.63	
29/05/2026		GB6000UZPRDH5I	06/05/2026	TIC - 90th celebrations - tableware	12.23	
29/05/2026		GB600ENX5VO091	06/05/2026	TIC - 90th celebrations - tableware	9.88	
29/05/2026		GB60017C6RO8FI	06/05/2026	TIC - 90th celebrations - bunting	44.97	
29/05/2026		CN-GB60001B6R08FI	15/05/2026	TIC - 90th celebrations - bunting	(14.99)	
29/05/2026		GB6007RN78NXXI	07/05/2026	TIC - 90th celebrations - bunting	24.01	
29/05/2026		GB6001CJ6AIPTI	12/05/2026	Beach Gardens - chalkboards for k	20.69	
29/05/2026		GB6000D5QQ2PBI	12/05/2026	TIC - display board for 90th celebr	128.00	
29/05/2026		GB6000H4QLZ43I	12/05/2026	Beach Gardens - chalkboards for k	4.99	
29/05/2026		GB6000LMJPU9LI	12/05/2026	Beach Gardens - chalkboards for k	6.68	
29/05/2026		GB63ZXRQ8AEUI	12/05/2026	Beach Gardens - chalkboards for k	9.44	
29/05/2026		GB6000PO6O3LZI	12/05/2026	Beach Gardens - chalkboards for k	5.99	
29/05/2026		GB6001S7I8INTI	14/05/2026	photo frames	18.40	693.51
29/05/2026	Andrews Plant Ltd	13524	29/04/2026	MRS 21st April 2026		1,233.42
29/05/2026	AquaAid (Southcoast)	526994	30/04/2026	Water 8X 19L		110.40
29/05/2026	Bournemouth Creative Print Ltd	64510	07/05/2026	Beach signs x4		160.80
29/05/2026	C. Brewer & Sons	PLE/320577	30/04/2026	Line Paint		232.01
29/05/2026	Broxap Ltd	0000348877	22/05/2026	Slimline Derby E Bin		782.94
29/05/2026	Ben Spurling	1117	06/05/2026	design of edition 3 of the newsletter	70.00	
29/05/2026		1118	13/05/2026	Design work for beach signs	490.00	560.00
29/05/2026	Charlie's Tasty Treats	0044	25/04/2026	TIC - dog treats for retail		72.00
29/05/2026	Darkin Miller Ltd	1053	15/05/2026	Internal Audit May 26		1,640.89
29/05/2026	Dorset County Pension Fund	Payroll M2	20/05/2026	Payroll M2-CAYS	124.80	
29/05/2026		Payroll M2	20/05/2026	Payroll M2-Pension	22,490.95	22,615.75
29/05/2026	Dorset Council	1801622317	30/04/2026	26/27 Sponsorship	6,400.00	
29/05/2026		2800492915	05/05/2026	GS-WSP Planning costs March 26	28,969.08	
29/05/2026		1801622910	08/05/2026	OccHealth Service 26/27	1,056.00	
29/05/2026		2800496508	11/05/2026	Collaboration Agreement Schedule	6,272.70	42,697.78
29/05/2026	Dorset Waste Partnership	2800494279	05/05/2026	Recycling		110.31
29/05/2026	Field Honey Farms	00000041	05/05/2026	TIC - honey for retail		144.00
29/05/2026	Flowbird Smart City UK Ltd	UI00025189	30/04/2026	3 year maintenance contract	7,791.19	
29/05/2026		UI00025388	18/05/2026	WebOffice Airtime	286.73	
29/05/2026		UI00025388	18/05/2026	Gateway transaction charge	1,124.82	9,202.74
29/05/2026	GH Print Management	INV-8307	17/05/2026	TIC - banner for 90th celebrations	102.00	
29/05/2026		INV-8314	23/05/2026	TIC - re-print of Market flyers	65.00	167.00
29/05/2026	Greenham Trading Ltd.	04/556993	06/05/2026	Uniform		247.20
29/05/2026	Hardy Signs	SI-109635	28/04/2026	Signs	191.46	
29/05/2026		SI-109636	29/04/2026	Signs	613.92	805.38
29/05/2026	A.R. Harris & Son	35802	02/05/2026	Electrical services	132.00	
29/05/2026		37398	07/05/2026	Electrical services	36.00	168.00
29/05/2026	HMRC	Payroll M2	20/05/2026	Payroll M2- PAYE/NI		25,417.38
29/05/2026	HMRC2	XT007168084349	07/05/2026	PAYE Settlement Agreement 25/26		700.00
29/05/2026	Hunt's Foodservice Ltd	103692	29/04/2026	Beach Gardens - drinks and snacks	123.77	
29/05/2026		105475	29/04/2026	Handy anitbac	13.85	
29/05/2026		116027	07/05/2026	Beach Gardens - drinks & snacks	158.75	
29/05/2026		121588	13/05/2026	Beach Gardens - drinks & snacks	110.02	
29/05/2026		CN 14645	13/05/2026	Beach Gardens supplies	(62.99)	343.40
29/05/2026	Impact (Boston) Ltd	111-133289	08/05/2026	Tickets		1,197.70
29/05/2026	J.D. Facilities Ltd	INV-2119	01/05/2026	Depot - cleaning	197.59	
29/05/2026		INV-2120	01/05/2026	Depot - deep clean staff area	230.62	
29/05/2026		INV-2118	01/05/2026	TH-cleaning	608.02	
29/05/2026		INV-2117	01/05/2026	Public Toilet- cleaning	7,958.09	
29/05/2026		INV-2103	01/05/2026	Cemetery toilets	160.97	
29/05/2026		INV-2122	01/05/2026	Chapel Clean	27.82	9,183.11
29/05/2026	Jones Sign Co.(Sole Trader)	#1091	08/05/2026	Mayors board		145.00

29/05/2026	LC Ecological Services Ltd	2208945	27/04/2026	CE ecology and BNG work GS	657.00	
29/05/2026		2208990	13/05/2026	Eco impact assessment	108.00	765.00
29/05/2026	Maintain UK Drains Limited	INV-50779	26/04/2026	Urgent repairs		13,351.22
29/05/2026	McAllisters Pantry & Picnic Bar	STC002	11/05/2026	Refreshments		263.50
29/05/2026	The Mowlem Institute	INV-2283	22/05/2026	Room hire		96.00
29/05/2026	Nagels UK Ltd	254105	30/04/2026	4 x Boxes of Stelio blank tickets		1,005.00
29/05/2026	Nixons Hardware Ltd	125710	10/04/2026	TIC - spare keys + tape measures		18.65
29/05/2026	Octopress Printers Ltd	INV-008010	30/04/2026	Beach Gardens - reprint of flyers		83.00
29/05/2026	Origin Amenity Solutions Limited	OASI0191834	27/04/2026	Impact nozzle		81.60
29/05/2026	Press & Starkey LLP	1968	18/05/2026	TH stone Facade repair - QS fee		780.00
20/05/2026	Swanage Town Council	Month 2 Payroll	20/05/2026	Net Wages - Month 2		77,449.76
29/05/2026	Personnel Hygiene Service	72185653	17/05/2026	Hygiene services		2,674.80
29/05/2026	Planet Merchant Service Ltd	PP4000681IE2604	30/04/2026	Gateway April		326.78
29/05/2026	Pod Point Ltd	ADF-41884	08/05/2026	Admin fees April MB	38.62	
29/05/2026		ADF-43474	08/05/2026	Admin fees April Mermond	23.03	61.65
29/05/2026	Print It 24 Seven	8067/99040	14/05/2026	ECN x 4	218.40	
29/05/2026		8066/99058	14/05/2026	Residents Permits books x 10	169.20	
29/05/2026		8067/99039	14/05/2026	Market receipt books x 10	297.60	
29/05/2026		8068/99038	14/05/2026	Boat Park receipt books x 10	297.60	982.80
29/05/2026	LAVAT Consulting Ltd	INV-00031027	01/04/2026	Training		450.00
29/05/2026	Purbeck Gazette	46585	11/05/2026	Advert Purbeck Gazette		345.60
29/05/2026	Purbeck Ice Cream	168167	29/04/2026	Beach Gardens - ice-cream	150.55	
29/05/2026		168314	06/05/2026	Beach Gardens - ice-cream	93.03	
29/05/2026		168471	13/05/2026	Ice Creams for Beach Gardens	172.23	415.81
29/05/2026	RADAR Key Company	41784	05/05/2026	TIC - radar keys for retail		237.60
29/05/2026	Rawlins Davy Reeves Solicitors & N	505741	01/04/2026	Legal fees		1,800.00
29/05/2026	O'Neill Homer	1976	30/04/2026	Inv#12 revise policy maps		2,400.00
29/05/2026	Recruit Local Ltd	2751	15/05/2026	Advertisement		40.00
29/05/2026	RoSPA Play safe Team	97425	13/05/2026	Annual safety inspections		624.00
29/05/2026	SECURITY PLUS LIMITED	1165273	30/04/2026	Cash Processing	120.70	
29/05/2026		1165858	30/04/2026	Cash Collection	575.66	696.36
29/05/2026	Smith of Derby Ltd	0000140456	21/04/2026	Annual service	426.00	
29/05/2026		0000140457	21/04/2026	Annual service	375.60	801.60
29/05/2026	Southern Counties Engineering Se	8594	24/04/2026	Mowlem handrail - repairs		240.00
29/05/2026	South West Councils	0000071994	20/05/2026	Training		316.80
29/05/2026	Spaldings (UK) Ltd.	SI-3110512	23/04/2026	Equipment	219.19	
29/05/2026		SI-3110803	24/04/2026	Equipment	659.05	
29/05/2026		SI-3113518	07/05/2026	Equipment	375.19	1,253.43
29/05/2026	St. Michaels Garage	4979	30/04/2026	Diesel		418.47
29/05/2026	Suez Recycling & Recovery UK Ltd	34066299	30/04/2026	Hazardous waste collection	876.00	
29/05/2026		34066298	30/04/2026	Skip exchange	1,455.34	2,331.34
29/05/2026	Swanage News	1284	02/05/2026	Newspapers		87.30
29/05/2026	Swanage Chamber of Trade and C	1	26/05/2026	Purbeck Pass	22.00	
29/05/2026		2	26/05/2026	Purbeck Pass	8.80	30.80
29/05/2026	Swanage Tyres and Tuning Ltd	41510	05/05/2026	Tyre replacement		74.04
29/05/2026	Telefonica O2 UK Ltd	44263118	24/05/2026	SIM Charges		209.12
29/05/2026	Travis Perkins	1042073152	21/04/2026	Materials & Equipment	63.60	
29/05/2026		1043052936	05/05/2026	Materials & Equipment	262.98	
29/05/2026		1043131615	06/05/2026	Materials & Equipment	53.11	
29/05/2026		1043288153	08/05/2026	Materials & Equipment	31.18	
29/05/2026		1043288152	08/05/2026	Materials & Equipment	94.71	
29/05/2026		1043288154	08/05/2026	Materials & Equipment	1.64	
29/05/2026		1043523324	12/05/2026	Materials & Equipment	91.68	
29/05/2026		1043613187	13/05/2026	Materials & Equipment	31.18	
29/05/2026		1043697993	14/05/2026	Materials & Equipment	33.20	
29/05/2026		1044010936	20/05/2026	Materials & Equipment	1.80	
29/05/2026		1044075937	20/05/2026	Materials & Equipment	115.81	780.89
29/05/2026	Third parties	Payroll M2	20/05/2026	Payroll M2- Third Party Deductions		377.46
29/05/2026	Violet Farm Foods Ltd	193554	28/04/2026	TIC - tea for retail		107.70
29/05/2026	Watson Fuels	1149947	17/04/2026	600 litres Diesel		1,044.05
29/05/2026	WGS Power & Lighting Ltd	SI-12581	30/04/2026	Catenary		19,070.76
<b>Total of BACS/CHAPS Payments</b>						<b>255,340.37</b>

**BACS payroll payment issued 20th May 2026**

77,449.76

**BACS supplier payments issued 29th May 2026**

177,890.61

**255,340.37**

**Total of Payments**

**302,098.93**

**Investments - Cash Movements**

Date	Name	Inv Ref	Inv Date	Details	Payment Total
27/05/2026	DMADF	transfer	27/05/2026	DMADF	350,000.00
<b>Total of Investments</b>					<b>350,000.00</b>

**Total of Payments & Investments**

**652,098.93**

**Cultural Purbeck – To consider a request from Cultural Purbeck CIC for start-up funding to support cultural development and community engagement in Swanage and Purbeck**

Set out below is a request received from Cultural Purbeck Community Interest Company for a grant of £15,000, either as a single lump sum or as contributions of £5,000 p.a. for the current and following two financial years. In support of this, the organisation has supplied a 5-year business plan, which projects financial independence of local authority grants by the 2029/30 financial year.

The recently adopted Corporate Plan acknowledges ‘the importance of culture to the local economy, especially outside of the main season’ and includes Cultural Purbeck in the list of key partner organisations.

If Members are supportive of this proposal, funding could be made available from the £15,000 allocated in the estimates for the abortive Town of Culture bid, contained in the ‘Grants and Donations – Other organisations’ budget line. Given that this request is for revenue rather than capital funding, Members may wish to agree £5,000 for year one and confirm years two and three as part of the budget setting process this autumn. That would leave £10,000 available for other culture-related grants during the 2026/27 financial year.

**Decision required**

To determine the request from Cultural Purbeck for a grant of £15,000 and, if approved, to confirm whether this should be paid as a single lump sum or be spread over the current and next two financial years (the latter contributions to be subject to confirmation through the budget setting process for 2027/28).

Martin Ayres, Town Clerk  
June 2026



**Cultural Purbeck CIC Proposal  
A Proposal to Swanage Town Council June 2026**

This proposal seeks start-up financial support from Swanage Town Council (STC) for Cultural Purbeck CIC (CP), enabling the organisation to deliver its programme of cultural development, community engagement and capacity-building across Swanage and the wider Purbeck Community.

**Background**

In late 2024/ early 2025, Swanage Town Council and the Parish Councils of Corfe Castle, Langton Matravers, Worth Matravers and Studland supported a bid for Swanage and the Isle of Purbeck to become Dorset Town of Culture 2026, with an agreement in principle to offer financial support if required.

Although the area was shortlisted but not selected, the judging panel encouraged a future application, particularly if stronger coherence could be demonstrated across Purbeck’s cultural organisations.

The Steering Group of organisations involved in the bid’s development recognised the value of the work already undertaken and the momentum it had generated. They agreed to build on this foundation by developing an umbrella cultural network, to be known as Cultural Purbeck.

In November 2025, Cultural Purbeck hosted a successful workshop in Swanage attended by around 60 representatives from more than 30 organisations. Participants expressed strong support for establishing an umbrella organisation that would strengthen networking and communications, enable the sharing of good practice and support joint working on creative projects that benefit local communities and increase accessibility. Such a body would raise the profile of Swanage and Purbeck’s cultural sector, build capacity and skills, particularly for young people, and contribute to wider social and economic objectives.

In March 2026 following further workshops attended by local representatives, STC and all Purbeck Parish Councils supported CP submitting an Expression of Interest for Swanage and the Isle of Purbeck to be UK Town of Culture 2028. A bid has been submitted and we await the outcome.

To ensure an agile and community-focused structure, CP was constituted as a not-for-profit Community Interest Company in April 2026. A community bank account has been established, a website created, and recruitment of individual and organisational members is underway. A Youth Panel and other thematic groups will support delivery of specific objectives.

The Parish Councils of Corfe Castle, Langton Matravers, Worth Matravers and Studland have each contributed £500 towards CP’s establishment and the EOI submission. The Talbot Village Trust has provided £5,000 of start-up funding for 2026.

This aligns with the Budget set out in CP’s first Business Plan (December 2025) where we budgeted for STC support of £5,000 for each of our first 3 years.

We will aim to achieve the following profile of income to meet our estimated costs:

### Income

	2026	2027	2028	2029	2030
Local Authorities	£8,000	£6,000	£6,000		
Trusts	£5,000	£5,000		£2,000	£2,000
Members/donations			£4,000	£5,000	£6,000
Events (sales/recovery)			£1,000	£3,000	£3,000
Major project funding (Arts Council etc)			£20,000	£20,000	£30,000
<b>TOTAL</b>	<b>£13,000</b>	<b>£11,000</b>	<b>£31,000</b>	<b>£30,000</b>	<b>£41,000</b>

### Expenditure

Social media					
Inc. consultancy	£6,000	£4,000	£3,000	£3,000	£3,000
Design (website etc)	£1,000	£1,000			
Projects	£4,000	£5,000	£26,000	£26,000	£36,000
Other/contingency	£1,000	£1,000	£1,000	£1,000	£1,000
<b>TOTAL</b>	<b>£12,000</b>	<b>£11,000</b>	<b>£29,000</b>	<b>£30,000</b>	<b>£40,000</b>

We now seek support from Swanage Town Council to support the work we have been undertaking and will carry forward over the coming years. We are aware that STC set aside funds should Swanage become Dorset Town of Culture in 2026 and that some funding was earmarked to support the proposed creation of Cultural Purbeck.

## **Request**

**The Trustees of Cultural Purbeck request support from Swanage Town Council of £5,000 for each of the next 3 years 2026/28. This could be phased over the three years or donated as a lump sum.**

This investment will enable Cultural Purbeck to deliver its initial objectives, strengthen Swanage's cultural identity, support young people, and help secure further external funding and long-term cultural infrastructure for the area.

## **How STC Funding Will Support Cultural Purbeck's Core Objectives**

STC's contribution is essential to delivering CP's core objectives for 2026–2028. The funding will:

### **1. Build a coordinated cultural infrastructure for Swanage and Purbeck**

STC support enables CP to operate as the central coordinating body that connects over 30 cultural, heritage, environmental and community organisations. This includes:

- maintaining communications, shared platforms and joint planning
- enabling stronger alignment with STC's tourism, wellbeing and regeneration priorities

### **2. Strengthen youth engagement and leadership**

Funding supports the creation and running of:

- a Cultural/Digital Youth Hub
- the Youth Panel
- youth-led commissions and creative opportunities

These activities directly contribute to STC's ambitions for youth voice, skills development and community participation.

### **3. Embed accessibility and inclusion across cultural activity**

STC investment helps CP:

- develop an accessibility benchmark for local organisations
- train accessibility champions
- support inclusive design across events and venues

This strengthens Swanage's reputation as an accessible, welcoming cultural destination. It also contributes to STC's wellbeing, loneliness reduction and community cohesion goals.

#### **4. Grow the local creative economy**

STC support would help CP's ability to:

- strengthen cultural and eco-tourism
- increase local business links with local cultural development
- develop skills, volunteering and creative career pathways
- attract external investment (Arts Council, trusts, national programmes)

#### **5. Deliver collaborative cultural projects**

CP's capacity, supported by STC, enables:

- delivery of multi-partner cultural projects across local organisations
- overall development of a stronger, more coherent cultural identity for Swanage and Purbeck

*Cultural Purbeck CIC Trustees*  
*June 2026*



### **Business Plan 2026-2030**

#### **Introduction**

This Business Plan outlines:

- The Context within which Cultural Purbeck has been created and operates
- Our Aims and Values
- How we will deliver these Aims
- Our Financial Plan
- How we will assess our impact and measure our outcomes.

#### **The Context**

Purbeck has great strengths in its creative arts, culture, heritage and environment. It has a wealth of festivals and attractions and is the nature capital of England with its UNESCO "Jurassic" World Heritage Coast, the greatest biodiversity in England and a rich cultural heritage. There is wide agreement that these strengths can be better shared, harnessed and celebrated for the benefit of the whole Purbeck community.

Closer partnerships across its impressive and wide range of cultural organisations can improve the sharing of good practices and raise local skill levels. Celebrating and marketing the strengths and attractions of the area can increase the potential for eco/cultural/heritage and dark skies tourism, support Purbeck's cultural and other business organisations, improve inclusiveness and benefit the whole Purbeck community. It can help raise the economic base

of an area that remains too dependent on low value, low skill seasonal tourism and help address its pockets of relative economic and social deprivation.

There are opportunities for the cultural sector to build on the creative and digital strengths of our neighbouring Bournemouth University and the Arts University Bournemouth to benefit Purbeck's cultural sector, raise the capabilities and skill levels of Purbeck's cultural sectors and attract mobile entrepreneurs and businesses which can locate anywhere in a digital world.

The Government, Arts Council England and Dorset Council are aware of the opportunity and need to address the issue of coastal regeneration and the opportunities presented by the creative cultural sectors. Several areas in the country have shown how investing in the arts and culture can raise their economic performance and help address social issues. Our MP and local councillors are similarly aware of the opportunities.

Cultural Purbeck can be a delivery agent for economic and social regeneration. It can raise awareness and understanding and engage more young people in the creative sector. It can contribute to improving the health and well-being of everyone.

As a Community Interest Company (CIC) it can be a creative and output-oriented partnership acting as an umbrella organisation to advance and raise the aims and aspirations of its members for the benefit of the whole Purbeck community.

## **Our Aims and Values**

Against this background, the Trustees of Cultural Purbeck CIC have established the following Aims. These build on and reflect the purposes drafted earlier by a Cultural Purbeck Steering Group.

### **Our Aims**

Cultural Purbeck aims to celebrate, support and promote Purbeck as a vibrant centre for the creative and performing arts, heritage and the environment.

#### **We will deliver our aims through:**

- Partnering with all those organisations across Purbeck and beyond who share our aims.
- Empowering and supporting local organisations to foster creativity, inclusiveness, diversity and accessibility
- Supporting the development of cultural events and educational programmes that reflect Purbeck's identity and benefit both local people and visitors.
- Increasing opportunities for local people and organisations through:
  - o Collaborative planning, commissioning and fundraising
  - o Capacity building and skills development
  - o Raising awareness of the special qualities of Purbeck, thereby increasing Purbeck's reputation as a year-round destination for the creative and performing arts, heritage and the environment

- Seeking opportunities to promote and generate greater support for the arts and culture in Purbeck and beyond.

## **Our Values**

Cultural Purbeck will be:

- Inclusive, supportive and build shared aims
- Value and develop partnership working from which all can benefit
- Be a listening organisation which is open to new ideas
- Foster high integrity, trust and mutual respect
- Strive for excellence.

## **Our way of working**

Cultural Purbeck will invite all those organisations who share our aims to become members and be kept informed and contribute to the thinking and work of the CIC. We will work in partnership with our members and the wider community to add value and help raise the capabilities and profile of our members.

Our Trustees will be selected from our members and ensure the charity has a range of experience and skills and can engage with the wide range of organisations and interests that are part of the strengths of the area. Some members will be invited to be observers at Trustee meetings while others could attend to add their knowledge and perspectives on specific topics. The CIC will aim to be as inclusive as possible.

The members will be invited to work with the Trustees to create a number of action groups focused on particular projects. See the Annex.

The CIC will reach out to engage and inform young people in schools and youth groups. Raising awareness and understanding on the environment and cultural scene will reflect our community aims.

Part-time project coordinators will be paid for defined services but will not be employees. We will minimise its overheads and be fleet of foot in working with its members.

Both core and project funding will be sought from a range of local authorities, charitable trusts and foundations, other organisations and individuals.

## **Financial Plan**

Cultural Purbeck CIC aims to be 75% financially self-reliant by the end of the 5-year planning period. We will achieve this through a combination of:

- Membership fees and donations
- Ticket sales for events
- Overhead recovery on projects undertaken.

Because we wish to be as inclusive as possible and will not have proved our value in our early years, we will not seek fees or donations from our members in the first two years. We will seek start-up funding primarily from local authorities and trusts.

We will aim to achieve the following profile of income to meet our estimated costs:

## Income

	2026	2027	2028	2029	2030
Local Authorities	£8,000	£6,000	£6,000		
Trusts	£5,000	£5,000		£2,000	£2,000
Members/donations			£4,000	£5,000	£6,000
Events (sales/recovery)			£1,000	£3,000	£3,000
Major project funding (Arts Council etc)			£20,000	£20,000	£30,000
<b>TOTAL</b>	<b>£13,000</b>	<b>£11,000</b>	<b>£31,000</b>	<b>£30,000</b>	<b>£41,000</b>

## Expenditure

Social media					
Inc. consultancy	£6,000	£4,000	£3,000	£3,000	£3,000
Design (logo etc)	£1,000	£1,000			
Projects	£4,000	£5,000	£26,000	£26,000	£36,000
Other/contingency	£1,000	£1,000	£1,000	£1,000	£1,000
<b>TOTAL</b>	<b>£12,000</b>	<b>£11,000</b>	<b>£29,000</b>	<b>£30,000</b>	<b>£40,000</b>

## Measuring our value

We will judge our performance against a set of outcome measures (KPIs) which will include the following:

- The number of members who join, are retained as members and how their numbers increase over time. [This is a measure of how far we are seen as adding value and worth supporting]
- How much we engage with young people and those groups who can feel excluded and how much we are valued by them [surveys and involvement in action groups can be useful measures]
- The amount of funding secured [This is another measure of how much external stakeholders as well as members see us adding value and being worth supporting]
- How many hits are registered on our website and how many we have on Facebook
- How much e-traffic and ticket sales for the various festivals and other activities are shown to have been channelled through our website {thus adding value to our members]
- How much the revenue and attendance at events organised by our members increases over the years with an especial emphasis on increasing attendance from those outside Purbeck
- How we are viewed through surveys and general feedback

## Some early actions

We will:

- Secure start-up funding sufficient to cover our first 3 years, as set out in the Financial Plan above
- Work in partnership to engage our members through social media and through a website that will inform those within and outside Purbeck on what our members offer and what collectively Purbeck has to offer
- Develop projects that will add value to as many of our members as possible; some initial proposals are at Annex A with a priority to develop the Story of Stone.

- Develop proposals for major partnership-based projects and workshops based on ideas put forward by our members.

Updated May 2026

## Annex A

### Some Possible Creative Purbeck Projects

Our theme of Stone to Sea connects Swanage and Purbeck's stone heritage with the power of the sea driving flagship commissions, grassroots creativity, heritage engagement, environmental learning and youth leadership that grow cultural energy.

#### Flagship Coastal Programme

##### Lead: Mowlem Theatre

A landmark commission: a purpose-built coastal stage that becomes the visual and symbolic heart of the year. **Swanage Sea Stage** will draw national/ international attention, hosting major performances and offering technical traineeships. This stage will test new approaches to coastal cultural infrastructure and create a blueprint for outdoor programming.

#### Community Co-creation Showcase

A large-scale, accessible, intergenerational performance curated by **Diverse City**, showcasing emerging talent and placing inclusive creativity at the heart of *Stone to Sea*; demonstrating how local communities can lead nationally relevant creative work.

#### Heritage Stone Trail

##### Purbeck Heritage Consortium

A travelling “**Quarry Hut**” installation celebrating Purbeck’s stone heritage co-created with the stone industry, artists and local families; touring schools and village halls, building our heritage story in communities.

#### Purbeck Nature Network

##### Planet Purbeck/ nature consortium

Schools-focused outdoor learning connecting culture, quarries and wildlife; SEND-inclusive access and youth eco-leadership strengthening Purbeck’s identity as “the nature capital of England” and embedding environmental culture.

#### Grassroots Creativity

##### Sandy Hill Arts/ artists consortium

Commissions and performance inspired by Stone to Sea from artists, musicians and creatives at Sandy Hill Arts with its unique studios and exhibition spaces. Structured mentoring for emerging artists and young creatives in open studios across Purbeck

#### Creative economy

##### Small businesses consortium

A programme boosting year-round cultural tourism and regeneration. Includes business skills development, digital innovation and collaborative marketing to strengthen Purbeck’s cultural economy.

**Youth development programme**

Young Company, Extraordinary Leaders, producer traineeships and youth led commissions place young people at the heart of Stone to Sea. An international collaboration will link Swanage and Purbeck youth with peers overseas leading to performances in Swanage/abroad and a vibrant Youth Festival at Swanage skate park

**Legacy**

An enduring coastal arts network will support residences and artist development with a youth legacy package including a permanent cultural digital hub, apprenticeship endowment and school's cultural funds. These investments will sustain a legacy beyond Town of Culture.

**Beach Access Vision – Task and Finish Group**

**1. Introduction**

The Beach Access Vision Task and Finish Group was set up by the Tourism and Local Economy Committee on 25<sup>th</sup> March 2026. The purpose of the group was to develop a draft vision for Swanage beach in regard to accessibility. The group met on 27<sup>th</sup> May 2026, and the first draft of the vision is included below.

Over the last few weeks it has become clear that the Town Council may be in a position to apply for grants for some of the items in the draft vision and the Council would like to be in a strong position to access these.

Therefore, the Council is being asked to consider the draft vision and provide approval for it to be further developed through the Tourism and Local Economy Committee. In addition, it is suggested that the Tourism and Local Economy Committee is provided with delegated authority to agree spending of up to £10,000 where items relate to the vision, to be funded from the general reserve.

**Decision required**

1. To approve further development of the draft Beach Access Vision by the Tourism and Local Economy Committee.
2. To provide delegated authority for officers to submit grant applications, where possible, for items that are included within the vision.
3. To provide delegated authority for the Tourism and Local Authority Committee to agree spending up to £10,000 where items are included within the vision.

Culvin Milmer, Visitor Services and Business Development Manager  
June 2026

# Beach Access Vision – Task and Finish Group

## DRAFT DISCUSSION PAPER

The group consisting of Councillors Tomes and Bonfield, Culvin Milmer and Anna Hinsull (Accessible Swanage), met on 27<sup>th</sup> May 2026.

Beach Access is a part of the Swanage Seafront Masterplan – Zone C, Opportunity 5: Improve accessibility of the beach and seafront.

### **Context**

Over the next few years, it is anticipated that Swanage Beach and the local area will see a number of changes, all of which could provide opportunities to improve access and facilities in this area.

Projects include:

- Green Seafront and Shore Road improvements (2027-2028)
- Beach Recharge and Mowlem Groyne (2028)
- Wessex Water Attenuation Tank at King George V Field (2028)
- Flood Alleviation Coastal Defence Scheme (within the next 5 years)

Alongside this, Dorset Coast Forum are leading on a project to enhance access to blue spaces across Dorset, and this is developing significant traction. One outcome of this is the development of a 'Purbeck Access Forum' which will be meeting in June 2026 at Studland to view the access enhancement taking place there.

The purpose of this document is to develop a 'Beach Access Vision' so that, as opportunities for construction and/or grants arise, officers in Swanage Town Council will be in a position to implement the vision of the Council.

The following key areas were considered by the group:

#### **1. Designated accessible beach**

After some discussion, the group felt that the Mowlem to Banjo Pier could be the designated accessible beach. This would envisage the primary facilities in regard to accessibility to be located in this section. It is noted that the Lifeguards are located on the beach further north. While it is good to have access across the whole beach, it is recognised that key facilities should be, where possible, located in the same area to ensure good access.

#### **2. Changing Places**

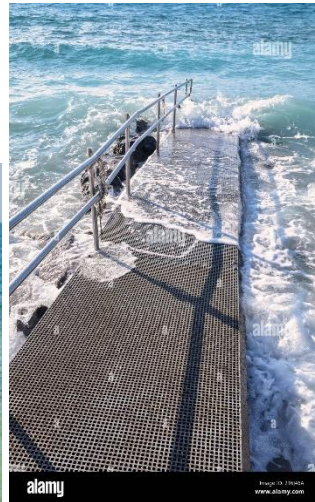
The group were keen to find a solution for a Changing Places toilet and the following locations were considered: upgrade Shore Road toilets or options within the Mowlem building. The new Green Seafront was considered but with difficult beach access at this location, it was generally felt that the closed section of Shore Road, or very nearby would make a better location.

It was felt that the Changing Places Toilet should ideally be located relatively close to the designated 'accessible beach' and include, if possible, an adjacent disabled parking space.

Question - How important is car access to a Changing Places Toilet (considering we also have the one in North Beach Car Park)?

**3. Improved access to the sea**

The group were keen on a solution to enable access to the sea adjacent to the proposed Mowlem slipway and to include a railing. This can be considered as part of the beach recharge/Mowlem groyne project. If a permanent solution is not possible then a temporary solution that could be placed in the sea during the summer months might be possible. The purpose of both types of structure would be to allow safe and easy access into the sea across the beach. The two pictures below provide examples of what might be possible.



**4. Beach wheelchairs**

Agreed that space would need to be found for wheelchair storage which could be a beach hut or a dedicated shed. Pictures of shed ideas at Southwold and Lowestoft beaches can be seen here.



**5. Beach mats and improved access points**

The Council currently operates two forms of beach access matting. Following extensive trials, the matting has proven effective in providing access onto the beach, although it does not currently extend to the water's edge in a way that enables sea access. Achieving access into the sea remains an ongoing aspiration.

The group were keen to trial a 'Mobi-mat dispenser' (see picture). This would see the Council placing out the mat early in the morning and taking it in overnight, thus avoiding the

beach vehicles running over the mat in the early mornings and the sea state affecting it overnight. A number of operational factors would need to be considered.

In addition, the group were keen to consider an additional temporary access point onto the beach created in the vicinity of the Information Centre and removed at the end of the season. A mat could then run from this to the sea. The current beach hire concession has 5 years left to run, but on renewal of this concession consideration could be given to including supporting the beach mat and/or wheelchair hire within this concession.



## 6. Drop off locations

A key element of access relates to drop off points. The following points were considered:

- Could a bookable parking space be provided for those using the disabled equipment?
- When considering future changes to the Mowlem Triangle, drop off points should be considered
- Opportunities around a 'park and ride' and/or community bus
- Mermond Place car park is short stay only so may be restrictive for longer stays in the disabled parking bays

## Next steps

1. Develop this document into a 'vision'
2. Discuss at the 'Tourism and Local Economy' Committee on 15<sup>th</sup> July 2026
3. Develop a formal vision document – summer/autumn 2026
4. Approve at 'Tourism and Local Economy' Committee on 4<sup>th</sup> November 2026