

Minutes of the Meeting of the Swanage Town Council  
held at the Methodist Church, High Street, Swanage on  
**MONDAY, 13<sup>th</sup> MARCH 2023** at 7.00 p.m.

PRESENT:-

Councillor T. Foster – Chairman

Councillor C Moreton

Councillor J. Bishop

Councillor M.P. Bonfield

Councillor C. Finch

Councillor A. Harris

Councillor D. Monkhouse (until 8.00 p.m. then remotely)

Councillor N. Rogers

Councillor G.M. Suttle

Councillor C. Tomes

Councillor W. Trite

Councillor M. Whitwam

In addition to Members of the Council and officers, two members of the public and one member of the local press attended the Meeting.

**Public Participation Time**

There were no matters raised on this occasion.

The Chairman opened the Council Meeting at 7.10 p.m.

149. **Apologies**

There were no apologies to report on this occasion.

150. **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.

151. **Minutes**

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

That the Minutes of the Council Meeting held  
on 30<sup>th</sup> January 2023 be approved as a correct record  
and signed.

152. **Environment Committee**

Proposed by Councillor Tomes, seconded by Councillor Monkhouse and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Environment Committee  
Meeting held on 1<sup>st</sup> February 2023 be approved as a  
correct record and signed.

153. **Planning and Consultation Committee**

Proposed by Councillor Harris, seconded by Councillor Rogers and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Planning and Consultation Committee Meeting held on 6<sup>th</sup> February 2023 be approved as a correct record and signed.

154. **Finance and Governance Committee**

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

That the Minutes of the Finance and Governance Committee Meeting held on 22<sup>nd</sup> February 2023 be approved as a correct record and signed.

Consideration was given to the following recommendations contained in the Minutes:-

5 a) **To consider budget additions and virement requests  
Beach Gardens Decking**

Proposed by Councillor Harris, seconded by Councillor Rogers and  
RESOLVED UNANIMOUSLY:-

That a virement of £3,500 from Car Parks to Beach Gardens be approved to fund the installation of decking at Beach Gardens.

11) **To consider annual review of Risk Register**

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

That the amended Corporate Risk Register for 2023/24 be adopted.

It was noted that the five recommendations set out in Minute No's 6, 7, 8 and 9 would be considered under agenda items 9 to 12.

155. **Planning and Consultation Committee**

Proposed by Councillor Harris, seconded by Councillor Rogers and  
RESOLVED UNANIMOUSLY:-

That the Minutes of the Planning and Consultation Committee Meeting held on 6<sup>th</sup> March 2023 be approved as a correct record and signed.

The chair of the Planning and Consultation Committee thanked the Planning and Community Engagement Manager for her fulsome set of Minutes and service to the Committee.

156. **Statement of Cash Balance**

- (a) A Statement of Cash Balance as at 31<sup>st</sup> January 2023 was submitted for information (a copy attached at the end of these Minutes).
- (b) A Statement of Cash Balance as at 28<sup>th</sup> February 2023 was submitted for information (a copy attached at the end of these Minutes).

157. **Payment of Accounts**

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

- Payment Schedule 10, amounting to £161,338.00.
- Payment Schedule 11, amounting to £178,353.67.

158.

**Chairman's Announcements**

The Town Mayor reported that she had attended the following events, since the last Council meeting held on 30<sup>th</sup> January 2023:

- Lyme Regis – some useful knowledge gained from a visit to Lyme Regis to see how they organised their beach hut bookings and tourism website.
- Proposed Family Hub, Chapel Lane – a well-attended and well received presentation regarding the proposed plans for the Family Hub to be situated at Chapel Lane.
- Angling Club AGM – presented the trophies to the well-deserved anglers.
- Purbeck Business Awards – shared the ceremony with the Mayor of Wareham, where the successes of Purbeck businesses were celebrated.
- Silver Saturday Rotary Tea – which celebrated the Rotary's birthday and had the privilege of cutting the cake.
- Purbeck Parishes meeting – hosted by Studland Parish Council, a great opportunity to engage with our neighbouring parishes.
- St George's Primary School – visited the school with Councillor Bonfield to present a certificate to the winner of the Dorset Coast Forum logo competition.
- Dorset Association of Parish & Town Council/Dorset Council Networking event – attended with the Deputy Mayor, Councillor Moreton.
- Mayor's Ball – a reminder given that the Mayor's Ball will be held on 28<sup>th</sup> April at Swanage Bay View.

The Town Mayor thanked officers for their continued work and enthusiasm and thanked councillors for their commitment. She added that the responsibilities of a councillor are varied and that by pulling together a difference can be made.

159.

**FareShare - To consider request to site a second larder at the rear of the Town Hall on a temporary basis**

Consideration was given to a briefing paper which summarised the aims of the FareShare larder initiative. Following the success of the initial FareShare larder, which currently assisted 50 families a week, as identified through six Purbeck-based schools, to access low-cost, good-quality food, the need had been recognised to target other demographics in Swanage. Some time has been spent in the search for a location to operate a second larder, and it is likely that a site outside the Children's Centre in Chapel Lane will be available in the future. However, in the meantime the Town Hall yard and car park had been suggested as a temporary option. An initial site visit had been undertaken by the Assets and Compliance Manager, the Planning and Community Engagement Manager and Councillor Monkhouse, and the health and safety implications had been discussed. If this location proceeded, a site inspection by FareShare would be undertaken and it was anticipated that the larder would be operational within 6-8 weeks.

Members were supportive of the initiative and noted that the use of the Town Hall yard and car park for two hours per week on a temporary basis would not excessively impact the operational needs of the Council. Following a discussion, it was proposed by Councillor Finch and seconded by Councillor Monkhouse:-

That the Town Council approves the use of the Town Hall car park and yard as a temporary location for a second Fareshare larder in Swanage, subject to the satisfaction of the Assets and Compliance Manager that any insurance, health and safety and logistical matters can be resolved appropriately.

Upon being put to the Meeting, ELEVEN Members voted IN FAVOUR of the Proposition, and there was ONE ABSENTION, whereupon the Proposition was declared CARRIED.

Further to Standing Order No. 12) a) viii, it was proposed by the Chairman, and AGREED:-

That Item 20 (a) on the agenda be brought forward to Item 9).

160. **Future of Swanage-based Ambulance Car – Update**

Further to Minute No. 147 (a) of the Council Meeting held on 30<sup>th</sup> January 2023, Councillor Monkhouse provided an update based on data received from SWASFT, under a Freedom of Information request, which covered the period July – December 2022. It was reported that the ambulance car had been staffed for approximately 67% of the time, up from 40% when the future of the car remained uncertain, with 70% of the call outs located in Purbeck, an increase from 60% during the first half of 2022. It was stated that the response times to category 1 and 2 emergencies had improved in the second half of the year, however, the correlation between the length of response times and car staffing levels was evident over a number of months during this period. It was suggested that the monitoring of data be continued as a useful measure of performance.

161. **Corporate Plan, 2023-25 – To consider consultation responses and adoption of revised plan**

Further to Minute No. 6 of the Finance and Governance Committee Meeting held on 22<sup>nd</sup> February 2023, consideration was given to a briefing paper prepared by the Town Clerk, which provided information regarding the Corporate Plan and the consultation process undertaken. It was noted that although only a total of 181 responses had been received, the responses had been detailed and thoughtful and had covered a wide range of topics. In light of the comments received the draft plan had been amended, and a copy had been circulated prior to the meeting. It was recommended that the comments, in respect of each corporate priority, should be shared at a future meeting of each relevant committee.

A query was raised regarding the accuracy of the 17.4% figure stated for second homes in Swanage, on page three of the Corporate Plan. In response it was stated that the figure had been taken from the most recent Council Tax register and supplied by Dorset Council. It was further noted that the Corporate Plan was an iterative document and, therefore, it could be updated with improved data as and when it became available.

It was proposed by Councillor Rogers, seconded by Councillor Harris and RESOLVED UNANIMOUSLY:-

That the Town Council accepts the recommendations of the Finance and Governance Committee to adopt the amended post-consultation Draft Corporate Plan 2023-25, and that a graphic designer be engaged to produce the plan in a professional format, meeting accessibility standards.

It was FURTHER RESOLVED:

That the comments received in respect of each of the Council's corporate priorities should be considered by the relevant Standing Committee.

162. **Scheme of Delegation and Committee Terms of Reference – To consider adoption of revised plan**

Further to Minute No. 3 of the Finance and Governance Committee Meeting held on 12<sup>th</sup> December 2022 and Minute No. 8 of the Finance and Governance Committee Meeting held on 22<sup>nd</sup> February 2023, consideration was given to a briefing paper which introduced the draft Scheme of Delegation and draft Committee Terms of Reference. It was noted that the Scheme of Delegation provided an explanation of the legal power of

the Council to delegate certain routine decisions to officers to facilitate the ordinary operation of Council services. It was noted that other decisions regarding services and facilities are delegated to the Council's committees, and in that respect a comprehensive list of the Terms of Reference for all the Council's standing committees, sub-committees and advisory committees had now been produced.

Attention was drawn to the fact that, further to the Finance and Governance Committee meeting held in December, the Terms of Reference had been amended to clarify that:

- The quorum for advisory committees should be three voting members, so that it is the same as the quorum for committees and sub-committees.
- All advisory and sub-committees should approve their own minutes, copies being provided to the committees to which they report to allow any matters arising to be considered accordingly.

It was acknowledged that the production of both the Scheme of Delegation and Terms of Reference documents would prove to be useful points of reference. It was proposed by Councillor Tomes, seconded by Councillor Trite and RESOLVED UNANIMOUSLY:-

That the Town Council accepts the recommendations of the Finance and Governance Committee to adopt the Scheme of Delegation and Committee Terms of Reference.

163. **Revised Guide to information available under the Freedom of Information Act Model Publication Scheme – To consider adoption**

Further to Minute No. 7 of the Finance and Governance Committee Meeting, held on 22<sup>nd</sup> February 2023, Members considered the revised Guide to Information available under the Freedom of Information Act Model Publication Scheme, circulated prior to the meeting.

Members acknowledged that there was an extensive amount of information relating to the Town Council in the public domain, providing a large degree of transparency to local residents. It was proposed by Councillor Suttle, seconded by Councillor Tomes and RESOLVED UNANIMOUSLY:-

That the Town Council approves the recommendation of the Finance and Governance Committee that the amended 'Guide to information available under the Freedom of Information Act Model Publication Scheme' be adopted and published on the Town Council's website.

164. **Consideration of the title given to the councillor chairing meetings of the council and its committees (chair/chairman or woman/chairperson) and the style to be accorded to councillors on the mayoral board in the Council Chamber**

Further to Minute No. 9 of the Finance and Governance Committee Meeting, held on 22<sup>nd</sup> February 2023, consideration was given to a briefing paper which set out the background to recommendations made by that committee regarding the title given to the councillor chairing meetings of the council and its committees, and the style to be accorded to councillors on the mayoral board in the Chamber.

At the Council meeting held in September 2022 Members agreed the revised Members and Officers protocol and the amended and adopted version stated:

- To protect both Members and Officers, Officers should address Members at all formal meetings as Councillor xxx. The councillor chairing the meeting should be addressed as Chair, Chairman, Chairwoman or Chairperson according to their preference, save where circumstances clearly indicate that a level of informality is appropriate.

It had not, however, been determined how to refer to the chairperson in official documentation and a view had been expressed in favour of the use of consistent terminology. A debate ensued during which the case was put both in favour of the retention of the traditional term chairman and a move towards use of the term chair, which, it was argued, was gender neutral. Following a lengthy discussion, it was proposed by Councillor Trite and seconded by Councillor Moreton:-

That the Town Council approves the recommendation of the Finance and Governance Committee that the person chairing a Council or committee meeting should be referred to in written documents as Chairman or Madam Chairman.

Upon being put to the Meeting, SEVEN Members voted IN FAVOUR of the Proposition, TWO Members voted AGAINST, and there were THREE ABSENTIONS, whereupon the Proposition was declared CARRIED.

Following a brief discussion, it was further proposed by Councillor Bonfield and seconded by Councillor Trite:-

That the Town Council approves the recommendation of the Finance and Governance Committee that future additions of names to the mayoral board in the Council Chamber should continue to take the format of initials and surname, with each Town Mayor having the choice of whether or not to have their title included thereon.

Upon being put to the Meeting, TEN Members voted IN FAVOUR of the Proposition, and TWO Members voted AGAINST, whereupon the Proposition was declared CARRIED.

165. **Working Party Updates and Recommendations**

(a) **Property Panel**

**i) To consider adding Councillor Finch to the list of Members**

Members noted the briefing paper as prepared by the Town Clerk, which provided an update following the first meeting of the newly constituted Property Panel and included the suggestion to add Councillor Finch to the list of Members.

It was AGREED:-

That Councillor Finch would be appointed to the Property Panel for the remainder of the 2022/23 Council year.

(b) **Museum Working Party**

It was reported that a Meeting had been held with a representative of the Veterans' Forge in respect of a proposal to reinstate iron gates at the entrance to Northbrook Cemetery. It was noted that a structural engineer had been engaged by the Council for the sum of £525 to conduct weight testing of the existing stone posts, and that this had been undertaken on 3<sup>rd</sup> March 2023. An update would be provided to a future meeting.

(c) **Seafront Masterplan**

It was noted that the working party had considered the format of the Masterplan and received a report summarising the response to the first round of community consultation undertaken by Dorset Coast Forum. Consideration had also been given to next steps in developing proposals for the stabilisation of the seafront land between Sandpit Field and the Spa. Officers had introduced the preparatory

work that was underway, including the development of a communications plan to ensure that opportunities for public engagement are maximised once draft proposals reach an appropriate stage.

(d) **Community Emergency Plan**

**i) To consider councillor representation on Community Response Team**

A briefing note circulated prior to the meeting included a suggestion for two additional councillors to join the Community Response Team and to assist in decision making as and when the need to engage the response plan arose.

It was AGREED:-

That Councillors Foster and Tomes would be appointed to the Community Emergency Response Team.

(e) **Marketing Working Party**

Members were asked to consider the re-appointment of the Tourism Marketing Working Party. Further to a brief discussion it was AGREED:-

That Councillors Foster, Finch, Tomes and Rogers be appointed to the Marketing Working Party.

Councillor Monkhouse left the Meeting.

166. **Coronation of King Charles III – to consider proposals for celebration and commemoration - Update**

Councillor Finch declared an interest in this item in her capacity as Chair of the Swanage and District Chamber of Trade and Commerce and did not speak or vote on the matter.

Further to Minute Nos. 138 (b) and 139 of the Council Meeting held on 30<sup>th</sup> January 2023, consideration was given to a briefing paper which contained an updated quote to supply all primary school children in the parish of Swanage with a commemorative silver-plated teaspoon, at a cost of £2,230 (excl. VAT). It was noted that this sum was £930 more than the agreed budget.

The briefing also set out alterations to the grant application from the Chamber of Trade. It was noted that the original plan had included the procurement of a band, toilets and waste facilities for an event to be held on Prince Albert Gardens. However, in light of the reduced funding available, a revised plan to commemorate the event was proposed entitled ‘Swanage Coronation Tea Fest’, which would encourage residents to organise street parties. Themed ‘party packs’ would be procured with the grant funding.

It was proposed by Councillor Tomes and seconded by Councillor Bonfield:-

That an increased budget of £2,230 for the purchase of commemorative teaspoons be approved, and that the revised use of the grant by the Chamber of Trade, as outlined above, be authorised.

Upon being put to the Meeting, ELEVEN Members voted IN FAVOUR of the Proposition, and there was ONE ABSENTION, whereupon the Proposition was declared CARRIED.

167. **Arts Club Storage – Space at Town Hall to replace North Beach Toilet Block**

Further to Minute No. 42 (c) of the Council Meeting held on 26th July 2021, consideration was given to a briefing paper prepared by the Town Clerk and Assets and Compliance Manager, which outlined the historic storage arrangements of the Isle of Purbeck Arts Club. Following the removal of their hut at North Beach Car Park, the Arts Club had utilised space at the rear of North Beach Public Conveniences for the purpose of storing display boards and other art equipment, in return for a charge of £250 per annum. It

was explained that due to the installation of a Changing Places Facility this area would no longer be available for storage and therefore alternative provision had been identified within the Town Hall. It was proposed that a Licence Agreement for use of an area of the Town Hall for storage should be prepared at an annual fee of £50.

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

That the Town Council approves the storage of items by the Isle of Purbeck Arts Club within a designated area of the Town Hall and that a Licence Agreement be prepared in respect of this at an annual charge of £50.

168. **Scale of Fees and Charges – To consider minor amendments to Boat Park fees**

Councillor Bonfield declared an interest in this item as he hired a grid space at the Boat Park and left the meeting during consideration of this matter.

Further to Minute No. 132 (a) of the Annual Estimates Meeting held on 16<sup>th</sup> January 2023, where the 2023/24 fees for the Boat Park had been approved, Members considered a briefing paper which noted a minor error in the weekly charge for boats and trailers, as set out in the table below:

<b>Charging Period Annual 1<sup>st</sup> May – 30<sup>th</sup> April</b>			
<b>Boats &amp; Trailers - Weekly</b>	<b>2022/23 charge</b>	<b>Incorrect Charge</b>	<b>Revised Charge</b>
Up to 19ft	£150.00	£170.00	£165.00
Up to 22ft	£150.00	£165.00	£170.00

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

That the Council approves the proposed charges as set out in the table above.

169. **Report from Dorset Councillors**

Councillor Suttle provided updates on matters that included the following:-

- The area of pavement in front of Swanage Bakery, in Institute Road, which was subject to pooling was anticipated to be repaired w/c 27<sup>th</sup> March 2023.
- Staff shortages had impacted the ability of the asset team to assess future options in respect of the Kings Road Depot, although steps would be taken to expedite the process where possible.

170. **Reports from Council Representatives on Outside Organisations**

(a) **Purbeck Community Rail Partnership**

It was noted that the start date for the 90-day trial service from Swanage to Wareham had been confirmed as 4<sup>th</sup> April 2023, operating four days per week. An invitation had been extended to all councillors to ride the first through train to Wareham and the Town Mayor had been invited to ‘wave off’ the first train leaving Swanage.

(b) **Chamber of Trade**

In light of the increase in shoplifting a meeting was scheduled with Chamber of Trade members and the local police to discuss the concerns of the business community.

(c) **Swanage Carnival Committee**

It was noted that the theme for the Carnival 2023 had been confirmed as ‘Under the Sea’, highlighting the fact that 2023 has been designated the ‘Year of the Coast’.

171. **Reporting of delegated matters**  
There were no matters to report.

172. **Items of Information and Matters for Forthcoming Agendas**
- (a) **A & E Local – Update** – there was no update to report at this time.
  - (b) **ATM provision following bank branch closures - Update**– further to Minute No. 147 (c) of the Council Meeting held on 30<sup>th</sup> January 2023, it was reported that a scheduled meeting about banking provision in the town had been postponed. However, it was anticipated that the Post Office, now based in Institute Road, would have an ATM installed around Easter.

Councillor Monkhouse accessed the meeting remotely.

**EXCLUSION OF PRESS AND PUBLIC**

Proposed by Councillor Harris, seconded by Councillor Bonfield 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 21 and 22 for reasons of commercial confidentiality.

173. **Property-Related Legal Matters**
- (a) **Repossession of Taxi Office, Swanage Station - To consider next steps**  
Further to Minute No.148 (a) of the Council Meeting held on 30<sup>th</sup> January 2023, consideration was given to the options set out in a briefing paper circulated prior to the meeting. Following a discussion, it was proposed by Councillor Bonfield, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-  
That the Town Council agrees the arrangements for marketing and re-letting the taxi office, as set out in the briefing paper, and that the office to be cleaned and put into a fit state of decoration prior to it being re-let.
- In regard to the outstanding arrears owed to the Council, it was FURTHER RESOLVED:  
That delegated authority be given to the Town Clerk to pursue the debt owing to the Town Council, in accordance with legal advice received.
- (b) **County Court claim for renewal of lease for Beach Ice Cream Kiosks – To note outcome and consider next steps**  
Further to Minute No. 148 (b) of the Council Meeting held on 30<sup>th</sup> January 2023, consideration was given to a briefing note, prepared by the Town Clerk, which detailed the outcome of the case and the proposed next steps. Following a brief discussion, it was proposed by Councillor Tomes, seconded by Councillor Rogers and RESOLVED UNANIMOUSLY:-  
That the Town Council delegates authority to the Town Clerk, to act in accordance with legal advice received.

Further to recommendations made at a recent meeting of the Property Panel, it was proposed by Councillor Bonfield, seconded by Councillor Trite and

**RESOLVED UNANIMOUSLY:-**

That the Council accepts the recommendation of the Property Panel, that the sites should be cleared and made safe for the forthcoming summer season, and that the matter will be given further consideration once the Seafront Masterplan is adopted.

(c) **Land at Marsh Way – To consider responsibility for repair of boundary wall and initial cost estimate**

Consideration was given to a briefing note, prepared by the Assets and Compliance Manager, which outlined correspondence received from the owner of 1a Victoria Terrace, Jubilee Road, regarding the poor condition of a boundary wall which retained land that adjoins Marsh Way in the ownership of the Town Council. Members noted the actions undertaken by officers in order to determine legal responsibility and the most cost-effective way forward, including arranging inspections of the wall by professional advisors. An update would be provided to a future Council meeting.

(d) **Housing Development, Northbrook Road East – To receive update regarding drainage connection into Ulwell Stream**

Further to Minute No. 58 of the Council Meeting held on 11<sup>th</sup> July 2022, Members considered the contents of a briefing paper prepared by the Town Clerk and Assets and Compliance Manager, which provided an update regarding the drainage connection into Ulwell Stream. It was noted that solicitors had been instructed and that a further update would be provided to a future Council meeting.

174. **Procurement**

(a) **Insurance - Award of contract**

Consideration was given to a briefing paper, prepared by the Finance Manager, which detailed the tender process undertaken for the provision of Insurance Services and the different options for cover available. Further to a brief discussion, it was proposed by Councillor Bonfield, seconded by Councillor Suttle and **RESOLVED UNANIMOUSLY:-**

That the Town Council awards the contract to Zurich for the provision of Insurance Services, inclusive of cover for flooding and licensed premises, on a three-year contract (extendable by up to a further two years), effective from 1<sup>st</sup> April 2023 at an annual cost of £21,805.

(b) **Broad Road Wall – Budget allocation and award of contract for reconstruction**

Members considered a briefing paper, prepared by the Assets and Compliance Manager, which outlined the required works to rebuild a section of wall between Prince Albert Gardens and Broad Road, together with the associated resurfacing works. It was proposed by Councillor Tomes, seconded by Councillor Suttle and **RESOLVED UNANIMOUSLY:-**

That the Town Council approves a budget sum of £16,500 for works to rebuild a section of Broad Road wall and undertake associated surfacing works and awards the contract to Blacknoll Ltd for the sum of £15,815.50 via Dorset Council's Repairs, Maintenance, Minor and Small Capital Works Framework Agreement: Lot 11.

- (c) **Preparation of seafront stabilisation options - Extension of contract**  
Further to Minute No. 69 of the Council Meeting held on 27<sup>th</sup> July 2022 and discussions at the meeting of the Seafront Masterplan Working Party held on 10th February 2023, Members gave consideration to the contents of a briefing paper, prepared by the Town Clerk and Assets and Compliance Manager, which outlined the requirement for an extension of the current contract with WSP to undertake a costed baseline seafront stabilisation option to inform future decision making. It was noted that an order had been placed in the sum of £9,314.
- (d) **Works to Stone Quay and Parish Slipway**  
As an urgent item of information, further to Minute No. 127 (a) of the Council Meeting held on 12<sup>th</sup> December 2022, the Assets and Compliance Manager reported that despite earlier assurances that the Parish Slipway was not a listed structure, Dorset Council's Conservation team had now confirmed that it is listed. Consequently, conservation quality mortar has been included in a revised specification, increasing the cost by approximately £6,000.

The Meeting closed at 8.30 p.m.

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