

Minutes of the Extraordinary Meeting of the Swanage
Town Council held at the Town Hall, High Street, Swanage
on **WEDNESDAY, 5th AUGUST 2026** at 7.00 p.m.

PRESENT:-

Councillor C. Tomes – Chairman

Councillor J. Bishop
Councillor M. Bonfield
Councillor P. Burridge
Councillor M. Coward
Councillor J. Lejeune
Councillor T. Foster
Councillor C. Moreton
Councillor G. Suttle
Councillor C. Sutton
Councillor S. Vile

There were no members of the public or press and media present.

Public Participation Time

There were no matters raised during Public Participation Time.

69. **Apologies**

Apologies for her inability to attend the Meeting were received from Councillor Dorrington.

70. **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 made on this occasion.

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

There were no matters raised.

72. **Swanage Town & Herston Football Club (ST&HFC)**

(a) **To consider update regarding proposed works to existing sports hall at Day's Park and associated grant request**

Further to Minute No. 68 of the Council Meeting held on 20th July 2026, an update was provided regarding a new grant request that had been submitted to the Town Council by ST&HFC. It was reported that this would focus on targeted work to remove damaged asbestos cladding from the west elevation of the sports hall and redundant store, as well as re-cladding and patch repairs. This was presented as an interim solution that would allow football to continue to be played at Day's Park whilst essential works are progressed. It was further noted that a drone survey had been undertaken of the sports hall roof which had not identified any significant failure, although it required ongoing monitoring. It was also reported that discussions were ongoing regarding legal and insurance arrangements.

EXCLUSION OF PRESS AND PUBLIC

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

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 4 (b) and 5 (due to legal and commercial confidentiality).

(a) **To consider update regarding proposed works to existing sports hall at Day's Park and associated grant request (continued)**

(b) **To consider update re. draft legal agreement**

Consideration was given to the grant request from ST&HFC in the context of ongoing discussions regarding the Club's obligations as set out in a draft lease of the football club premises at Day's Park. A briefing note that had been circulated prior to the meeting drew attention to the need for the Council to consider whether ST&HFC's latest proposal would adequately address the most serious risks associated with the sports hall remaining in situ, as set out in recent professional reports.

During the debate, the need for ST&HFC to address the most serious risks posed by the deteriorating condition of the structure was acknowledged and comments were made that demolition remained the preferred option, as previously supported by the Town Council as landowner (see Minute No. 242 of the Extraordinary Council Meeting held on 6th May 2026). However, in light of the fact that the building remained in situ, an openness to the current proposal was also voiced as a pragmatic step to minimise disruption to the club's activities during the 2026/27 playing season, particularly given the importance of youth football. The Town Clerk provided an update on discussions with the Council's insurers and legal advisors and the importance of ensuring that any uncertainties over insurance cover were resolved as soon as possible was acknowledged.

It was noted that three quotes had not been supplied in support of the grant request, but this was weighed against the importance of the Club commissioning the remedial work within a short timeframe. It was proposed by the Town Mayor and seconded by Councillor Bonfield:-

To approve a grant of £18,193.60 + VAT to Swanage Town and Herston Football Club to commission qualified asbestos contractors to undertake the work described below, subject to the Club providing written assurance that it will use all reasonable endeavours to agree lease terms:

- removal of asbestos cladding on the west elevation of the sports hall and the redundant store;
- installation of profiled steel wall cladding sheets to west elevation of sports hall;
- installation of GRP (glass reinforced plastic) cladding over damaged asbestos cladding on the north elevation and east elevation.

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

72. **Procurement**

(a) **Electric Vehicle Charging Points – To confirm procurement arrangements in compliance with Charging Ahead Grant**

Further to Minute No. 228 (a) of the Extraordinary Council Meeting held on 29th April 2024, consideration was given to a revised proposal from JoJu Charging to install electric vehicle charging points (EVCPs) in North Beach, Main Beach and Mermond Place car parks, to be funded via Dorset Council's Charging Ahead grant programme. Given that the original decision to proceed with such a grant had been made more than two years ago, the need to review the legal and procurement issues relating to the proposal and confirm the decisions made at that time was acknowledged. The content of a briefing note setting out the changes that had been made to the proposal since April 2024 was noted, including the fact that the Charging Point Operator would now be Connected Kerb rather than Mer. Furthermore, whereas the previous proposal was for the installation of six 22 kw chargers in Main Beach and North Beach car parks, together with three 50 kw chargers at Mermond Place, the revised proposal would see the installation of twelve 7.4 kw chargers across Main Beach and North Beach car parks and two 75 kw chargers at Mermond Place.

It was reported that the total cost of the installation works would be £180,502.59 + VAT, 60 per cent of which would be funded by Dorset Council and 40 per cent directly by Connected Kerb.

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

That the Town Council:

- Confirms that it intends to proceed with the Charging Ahead grant application to fund the works and services set out in the Feasibility Study dated 30th July 2026.
- Waives the Council's financial regulations in respect of contracts in order to procure the installation of 14 chargers in Main Beach, North Beach and Mermond Place car parks from JoJu Charging at a cost of £108,301.55+ VAT plus a contingency of £1,000, to cover any additional DNO costs, for the following reasons:
 - By procuring the chargepoints through the Charging Ahead grant process Swanage Town Council will have the support of Dorset Council in managing the project and will be part of a Dorset-wide programme so that the same EVCPs are installed across the county providing familiarity for residents and visitors alike.
 - The selection of the supplier was the subject of a previous procurement exercise carried out by Dorset Council via a framework agreement.
 - It is a 100% fully funded scheme including lower powered chargers which offer lower cost for residential charging but offer a poor commercial return for Charging Point Operators, given the high cost of what is a heavily subsidised installation.
- Waives the Council's financial regulations in respect of contracts in order to enter into a 15-year concession agreement with Connected Kerb for the

installation and operation of EVCPs in North Beach, Main Beach and Mermond Place car parks for the following reasons:

- By entering into a concession agreement through the Charging Ahead grant process Swanage Town Council will have the support of Dorset Council in managing the contract and will be part of a Dorset-wide programme so that residents and visitors only need one charging app across the county.
 - It is a 100% fully funded scheme including lower powered chargers which offer lower cost for residential charging but offer a poor commercial return for Charging Point Operators, given the high cost of what is a heavily subsidised installation.
 - The CPO (Connected Kerb) uses 100% sustainable energy.
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- Authorises the signing of the relevant agreements in accordance with Standing Orders.

(b) **Green Seafront Scheme Collaboration Agreement with Dorset Council – To consider contract extension under Schedule 4: Procurement Advice**

Further to Minute No. 238 (a) of the Council Meeting held on 27th April 2026, consideration was given to a proposal to engage WSP to provide further procurement advice in respect of the Green Seafront Stabilisation Scheme, via Dorset Council's Transportation Engineering Professional Services (TEPS) Contract. WSP had put forward a proposal setting out three phases of procurement advice to guide the Town Council through the tender process, between now and March 2027. This agenda item related to the first of these three phases, involving preparation and documentation development at a cost of £65,000.

Since the agenda had been issued, Dorset Council had advised that this would require the addition of a further schedule to the Collaboration Agreement, rather than an extension to the contract issued under Schedule 4. It was proposed by Councillor Bonfield, seconded by Councillor Sutton and **RESOLVED**

UNANIMOUSLY:-

To instruct Dorset Council to engage WSP via the TEPS Contract to deliver procurement professional advice for the Green Seafront phase one works – procurement and documentation development, for the sum of £65,000, and to prepare an additional schedule to the Collaboration Agreement accordingly.

(c) **Green Seafront Scheme Collaboration Agreement with Dorset Council – To consider addition of Schedule 5: Openreach design/survey work**

Consideration was given to a briefing note that set out a proposal to enter into a further schedule under the Green Seafront Collaboration Agreement to facilitate Dorset Council instructing Openreach to prepare a diversion design for their apparatus located within the section of Walrond Road that is proposed to be stopped up if the new option design proposals are implemented. Following formal notification to Openreach via the New Roads and Street Works Act 1991 Code of Practice for Diversionary Works, it had been ascertained that the cost of the design

work would be £3,548. Members noted that this sum did not include the costs of the actual diversion works. It was proposed by Councillor Bishop, seconded by Councillor Lejeune and RESOLVED UNANIMOUSLY:-

That a fifth schedule be added to the Collaboration Agreement in respect of the Green Seafront Scheme to facilitate the delivery of a specification and detailed estimate for the relocation of apparatus in the section of Walrond Road subject to a stopping up order in the new option design, and to authorise payment of the sum of £3,548 to Dorset Council to fund the required design works by Openreach.

(d) **Marsh Way Wall – To award contract for reconstruction**

Further to Minute No. 15 (b) of the Council Meeting held on 15th December 2025, consideration was given to a briefing note setting out the result of a recent tender exercise for the reconstruction of the boundary wall at Victoria Terrace/Marsh Way, together with advice provided by the Council's appointed professional advisers, Crickmay Stark Architects. Following advertisement on the Find A Tender service, four compliant tenders had been received which had been assessed against price, programme, commercial risk, qualifications and the overall quality of the submissions. Members considered the outcome of the tender evaluation and related recommendations, including that the contract be award to the company that had submitted the lowest contract price.

It was noted that the costs of the work would be apportioned between the Town Council and the property owner in accordance with the agreement approved at the Council Meeting held on 23rd March 2026 (Minute No. 215 (b) refers). In accordance with legal advice received, this would be the subject of a Deed of Mutual Covenant and Grant. It was proposed by Councillor Bonfield, seconded by Councillor Foster and RESOLVED UNANIMOUSLY:-

That the Council awards the contract for the rebuilding of the boundary wall at 1 Victoria Terrace/Marsh Way in accordance with the recommendation made by Crickmay Stark Architects following the tender evaluation, subject to satisfactory clarification of outstanding matters and confirmation by the solicitors acting for the owner of 1 Victoria Terrace of agreement to enter into a Deed of Mutual Covenant and Grant.

It was further reported that the fee for Crickmay Stark Architects to undertake the tender process, administer a JCT contract and project manage the remediation works would be 5 per cent of the final contract sum. Consequently, it was FURTHER RESOLVED:-

To place an order with Crickmay Stark Architects Ltd, noting that the final sum payable will be 5 per cent of construction costs, and that delegated authority be granted to the Assets & Compliance Manager to agree the final project cost, subject to it not exceeding the total sum, including contingencies, as recommended by Crickmay Stark Architects and set out in the briefing note for this agenda item.

The Meeting closed at 7.50 p.m.