



**Minutes of the Annual General Meeting of the
Swanage Town & Community Partnership
held at the Town Hall, High Street, Swanage on
WEDNESDAY 20th SEPTEMBER 2023 @ 3.30 p.m.**

Present:

Kim Gallagher, Chair ST&CP
Councillor Tina Foster, Vice-chair ST&CP, Town Mayor, Swanage Town Council
Sonia Aitkens, Children's Services
Dr Martin Ayres, Town Clerk, Swanage Town Council
Jack Ball, Forage for Knowledge
Alex Brocklesby, National Trust
Niki Clark, Planning and Community Engagement Manager, Swanage Town Council
Tom Clarke, National Trust
Emma Evans, Democratic Services Officer, Swanage Town Council
Bob Foster, Swanage and Purbeck Development Trust
Maggie Hardy, Swanage Rotary Club, S.C.D.P. & Friends of Wareham Hospital
Luke Luke, Planet Purbeck, Food for Thought
Mel Norris, Swanage Museum and Heritage Centre
Ryan Trickey, Swanage Tennis Club
Anita Warwick, Swanage Tennis Club
Councillor Mike Whitwam, Swanage Town Council

1. Welcome and apologies

The Chair, Mrs Kim Gallagher, welcomed all Partners to the meeting and provided a brief explanation of the Swanage Town and Community Partnerships aims and objectives. Apologies for their inability to attend the Meeting were received from Ms Wendy Allwood (Help and Kindness), Mr Robin Brasher (Swanage Walking Group and Model Railway), Mr Peter Clark (Swanage Cricket Club), Mr Laurence Gloyn-Cox (SCCF & Probus 2), Mr Rob Pullman (RNLI) and Ms Pauline Werba (Swanage Food Bank). Councillor Monkhouse attended the meeting remotely.

2. Election of Chair

It was proposed by Mrs Maggie Hardy, seconded by Bob Foster and **AGREED:**
That Mrs Kim Gallagher be appointed Chair of the Swanage
Town & Community Partnership for the ensuing year.

3. Election of Vice Chair

It was proposed by Mrs Maggie Hardy, seconded by Bob Foster and **AGREED:**
That Councillor Tina Foster be appointed Vice Chair of

the Swanage Town & Community Partnership for the ensuing year.

4. **Election of Honorary Secretary**

It was reported that no nominations had again been received for the position of Honorary Secretary. It was therefore agreed that the Town Council would cover secretarial duties for the ensuing year.

It was noted that, as set out in the Swanage Town & Community Partnership (ST&CP) Constitution, Dr Martin Ayres, in his capacity as Town Clerk, would continue in his role as Honorary Treasurer.

5. **Election of Steering Committee Members in line with Paragraph 7 of the Constitution**

It was reported that two 'Expression of Interest' forms for the position of Steering Committee Member had been received from Ms Alex Brocklesby and Mr Ryan Trickey.

It was therefore **AGREED:**

That, in line with Paragraph 7 of the Swanage Town & Community Partnership Constitution, the Steering Committee Members for the ensuing year would be; Dr Martin Ayres, Ms Alex Brocklesby, Mr Bob Foster, Councillor Tina Foster, Mrs Kim Gallagher, Mr Mel Norris and Mr Ryan Trickey. Councillors Monkhouse and Whitwam were appointed as Town Council representatives to the steering committee.

6. **Appointment of Independent Examiner of Accounts**

It was reported by the Chair that Darkin Miller Limited, accountants, had been appointed as the external Examiner of Accounts for the ensuing year, all were in agreement with this appointment.

7. **Chairman's Annual Report**

The report highlighted the priorities delivered and being progressed, which included:

- The Wellbeing Swanage project is progressing well with agreement for an asset transfer from DC to Swanage & Purbeck Development Trust to set up a health and wellbeing hub and a Family Hub for DC.
- A Community Café has now been running at Herston Village Hall for nearly two years with a Community Pantry and Citizens Advice drop-in sessions at the same venue for over a year.
- The Youth Club is well established with weekly term time sessions and regular Holiday Activity and Food programmes . The playgroup has been popular with funding found for the winter and summer terms to help with the cost of living and give free sessions and food.
- The Swanage Neighbourhood plan is progressing through a sub-committee, anticipating completion in 2024.
- The task and finish Cost of Living project has been completed, providing an audit of services and gaps in provision for people in need in Swanage and the surrounding areas. A community purse has been set up to fund small projects to help those in

need. FareShare initiatives have been set up in two locations and are already overprescribed.

- Swanage Community Emergency Plan has been adopted and a joint briefing session had been held with partners and representatives of neighbouring parishes.

8. **Statement of Audited Accounts 2022/23**

A copy of the Annual Accounts for the year ended 31st March 2023 was provided. It was noted that the balance sheet showed the total funds at £4,042.00 (non-allocated) with the only expenditure being bank charges at £45.00. Further to Minute No. 9) of the Minutes of the Annual General Meeting, held on 29th June 2022, where it was noted that no charges would be incurred henceforth, it was stated that the bank would be contacted and an update provided to a future meeting.

It was therefore proposed by Councillor Foster, seconded by Councillor Whitwam and **AGREED:**

That the statement of accounts for year end 2023 be approved and signed.

9. **Minutes of the Quarterly Meeting held on 4th April 2023**

It was proposed by Councillor Tina Foster, seconded by Mr Bob Foster and **AGREED** that these were a true record.

10. **Matters arising**

There were no matters raised.

11. **Swanage Town and Community Partnership Constitution**

The ST&CP constitution had been circulated prior to the meeting. It was noted that in light of there now being only two tiers of local government the wording under item 7 should be amended and now read: "Two nominated Swanage Town Councillors at least one of whom will be a Dorset Councillor;"

It was therefore proposed by Mr Bob Foster, seconded by Councillor Mike Whitwam and **AGREED:**

That further to the alterations as noted above, the revised constitution be approved.

12. **Youth Strategy**

The Partners were asked to consider the establishment of a Youth Strategy in order to ascertain the current services available for 11-18 year olds locally and to determine gaps in provision. Alex Brocklesby had offered her services as Project Leader and intended to lead a smaller group initially, to determine the scope of the project, and then seek views of the wider community.

It was noted that links to existing clubs would be invaluable in assessing current youth provision and those present were invited to participate where possible. The involvement of the young people was noted as paramount to ensuring that suggested improvements to provision was what was required and would be utilised.

The success of the AFC Bournemouth summer training sessions was noted and in order to understand if the training had met expectations, a survey had been supplied at the end of the summer to establish what features children had enjoyed and what could be

changed. The tennis club noted the benefit to parent/pupil surveys in tailoring a service to meet their needs and ascertain potentially the days/times which would be most attended.

Other suggestions for new activities for this age group included Forest School skills such as foraging, and the benefits of outdoor activities on mental health was noted.

Attendees were keen to progress with the strategy and it was suggested that should Partners be interested in participating they contact the Democratic Services Officer in the first instance. It was anticipated that an initial meeting would be held in October and Terms of Reference established, with an update provided to the next meeting of the ST&CP.

13. **Swanage2027 Project (S2027)**

A copy of the updated list of S2027 priorities for 2023/24 was provided to Partners, and additional updates were provided which included:

- Swanage Community Housing – the asset transfer of land was in progress.
- Sea Defences – It was anticipated that a consultation on flood defence plans would be held Spring 2024. Dorset Council were at the planning stage.
- Environment – Work is ongoing in the designation of an area of land from Durlston to Weston Farm, and potentially further, to be designated as a Coastal National Nature Reserve. A spatial plan was currently in progress and a further update would be provided to an upcoming meeting.
- Wellbeing – The Chapel Lane asset transfer was progressing and currently waiting for confirmation from DC.
- Museum – The expansion towards the arcade was not going ahead but the museum is working closely with Dorset Council’s Museums advisor including advice regarding funding opportunities.
- Traffic Flow – It was reported that the grant with ‘Motability’ for a Community Bus had not progressed past the first round and other funding routes were being explored.
- Swanage Neighbourhood Plan – It was noted that a grant application to Locality for a technical support package would be the next step. Public engagement would likely take place during the early part of 2024. It was noted that Mr Mel Norris had stepped down from the group and thanks was given for his valuable input.
- Multi-function Centre – Staged funding options were being explored however it was noted that the delivery of the project would take longer.
- Cost of Living – It was noted that the joined up approach between organisations established last year would continue. It was reported that Greengage were hosting an outside kitchen event on Friday 22nd September 2023.
- The list of projects would continue to be reviewed.

14. **Member Organisations - updates**

Updates were provided by Partners, including:

Swanage Defibrillator Group – It was reported that the defibrillators had been deployed 180 times to date and there were 41 defibrillators installed at various locations across Purbeck.

Friends of Wareham Hospital – ‘Action for Health’ had been established. Members included councillors, and various health organisations working together to improve health provision across Purbeck.

Children's Services – It was reported that the Youth Team visited Swanage on Thursday evenings to engage with young people and assist with lowering antisocial behaviour.

Planet Purbeck – It was noted that an event would be held at the Mowlem on 27th September where the Wild Purbeck Partnership would share details of their 20-year plan for the future of Purbeck's Countryside and Coast.

Attendees commented on the positive work that can be achieved by working together.

15. **Any other business**

There were no other matters raised.

16. **Date of Quarterly Meeting**

The date of the next meeting to be confirmed.

The meeting closed at 5.25 p.m.
