



John Wright
Town Clerk

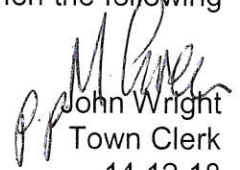
Lyme Regis Town Council

Town Council Offices
Guildhall Cottage
Church Street
Lyme Regis
Dorset
DT7 3BS

email: townclerk@lymeregistowncouncil.gov.uk

Tel: 01297 445175
Fax: 01297 443773

Notice is hereby given of an extraordinary meeting of the Lyme Regis Town Council to be held in the Guildhall, Bridge Street, Lyme Regis, on Wednesday 19 December 2018 at 7.00pm when the following business is proposed to be transacted:


John Wright
Town Clerk
14.12.18

AGENDA

1. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda.

Individuals will be permitted a maximum of three minutes each to address the committee.

2. Apologies for absence

To receive and record any apologies and reasons for absence

3. Disclosable Pecuniary Interests

Members are reminded that if they have a Disclosable Pecuniary Interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting as to do so would amount to a criminal offence. Similarly, if you are or become aware of a Disclosable Pecuniary Interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.

4. Dispensations

To note the grant of dispensations made by the town clerk in relation to the business of this meeting.

5. Possible New Puffin Crossing in Broad Street

To allow members to consider a recommendation of the Regulatory Committee of Dorset County Council (DCC) to:

- a) Introduce a light-controlled puffin crossing in Broad Street, Lyme Regis adjacent to nos. 20 and 53 Broad Street.
- b) To investigate the possibility of relocating the eastbound bus stop in Broad Street, Lyme Regis further to the north so as to potentially enable more on-street parking to be provided in the current location of the bus stop.

In the light of these recommendations, to decide whether the town council's historic support for the crossing should be reconsidered prior to DCC's Cabinet making a decision on the matter, probably on 16 January 2019

6. Temporary Loan to Lyme Arts Community Trust

To allow members to consider a request from Lyme Arts Community Trust for a loan of £40,000 from 1 March to 31 August 2019 to allow it to make contract payments: having sufficient funds in its bank account to cover contract payments is a condition of a grant award of £47,200 from Dorset LEADER

7. Exempt Business

Committee: Extraordinary Full Council

Date: 19 December 2018

Title: Possible New Puffin Crossing in Broad Street

Purpose of Report

To allow members to consider a recommendation of the Regulatory Committee of Dorset County Council (DCC) to:

- a) Introduce a light-controlled puffin crossing in Broad Street, Lyme Regis adjacent to nos. 20 and 53 Broad Street.
- b) To investigate the possibility of relocating the eastbound bus stop in Broad Street, Lyme Regis further to the north so as to potentially enable more on-street parking to be provided in the current location of the bus stop.

In the light of these recommendations, to decide whether the town council's historic support for the crossing should be reconsidered prior to DCC's Cabinet making a decision on the matter, probably on 16 January 2019

Recommendations

Members consider the report and decide whether the town council's historic support for the crossing should be reconsidered

Background

1. On 4 October 2017, the Town Management and Highways committee received a report which detailed the history of the town council's request for a puffin crossing in Broad Street and included a scheme plan produced by Dorset County Council's (DCC) highways' department; the plan detailed the loss of seven to eight parking spaces.
2. It was noted that DCC's position was that if the town council was supportive of the proposal, it would formally consult with other stakeholders, including the town council, before going out to wider consultation. Other key stakeholders included the police, West Dorset District Council and the county councillor.
3. Following consideration of the matter, the committee made the following recommendation **(17/44/TMH)** to Full Council:

'to support in principle a puffin crossing in Broad Street but to ask Dorset County Council's highways' department if the crossing could be installed elsewhere in Broad Street, possibly higher up the street near the post office, with an additional request that the bus stop outside Co-op is also moved up Broad Street near the junction with Silver Street to accommodate the puffin crossing.'

4. This recommendation was approved by recommendation of the Full Council on 1 November 2017.
5. The town clerk informed DCC's highways' department project engineer of the council's resolution and the project engineer subsequently replied to the effect that DCC believed the suggested location to be the 'preferred and only practical location.'
6. To explore a variation on DCC's proposal and to minimise the loss of on-street parking, the deputy town clerk asked DCC's highways' department if cars could be parked behind the 'zig zags' that lead to the proposed puffin crossing; this arrangement having been used in Bridport. DCC's response was that this arrangement was no longer a legally compliant option.
7. On 11 January 2018, the town clerk contacted DCC's project engineer who confirmed the budget was still available for the project and he was looking for the town council's support for the scheme as drawn before progressing the project to its next stage, i.e. formal consultation with other key stakeholders.
8. The project engineer said, if the town council did not support the project, it would not proceed.
9. The project engineer added, if the town council supported the project, the start date would have to be revised. He estimated if there were no objections to the project it could start in autumn 2018: if objections were received, the start date could be early-2019.
10. The matter was referred back to Full Council on 14 February 2018 when it was resolved **(17/149/C)**:

'to support Dorset County Council's proposal for a puffin crossing in Broad Street.'

Report

11. Since February, DCC has consulted more widely about the introduction of the crossing, including with the public.
12. The matter was referred back to DCC's Regulatory Committee on 6 December 2018 and a copy of the relevant report is attached as **appendix 5A**.
13. The officer recommendation was:

'That having considered the representations received, that Cabinet be recommended not to support the provision of a Puffin Crossing as advertised due to the loss of on-street parking which would increase air pollution and could adversely affect businesses.'

14. The reasons given for this recommendation were:

‘It is considered that the risk of potential impacts on local businesses, from the loss of parking and loading provision, outweigh the benefits of providing a crossing.’

15. The DCC report sets out the details of the written representations received and lists the various considerations which were taken into account in reaching the recommendation. From this, it is clear from the officer's perspective that there were points both for and against the introduction of the crossing and that it was a balanced issue.
16. The Regulatory Committee considered both the officer report and representations from members of the public present at the meeting and decided to recommend that the officer recommendation be not supported.
17. At the time of writing this report, the minutes of the Regulatory Committee were not available, but the recommendation to Cabinet is understood to be:
- a) To Introduce a light-controlled puffin Crossing in Broad Street, Lyme Regis adjacent to nos. 20 and 53 Broad Street.
 - b) To investigate the possibility of relocating the eastbound bus stop in Broad Street, Lyme Regis further to the north so as to potentially enable more on-street parking to be provided in the current location of the bus stop.
18. At the meeting of Full Council on 12 December 2018, the County Council ward member suggested that it would be helpful for the town council's current position on the matter to be made clear prior to the DCC Cabinet meeting in January.
19. The Mayor asked the town clerk to organise an extraordinary meeting of Full Council to enable the matter to be considered.

Mark Green
Deputy town clerk
December 2018

Regulatory Committee

Dorset County Council



Date of Meeting	6 December 2018
Officer	Matthew Piles, Service Director – Environment, Infrastructure and Economy
Subject of Report	Proposed Puffin Crossing, Broad Street, Lyme Regis
Executive Summary	<p>The A3052, Broad Street, is the main road and high street through Lyme Regis.</p> <p>The proposed Puffin crossing was requested and supported by the Town Council following a local campaign to install a safe crossing point, particularly for less able pedestrians.</p> <p>Following advertisement of a Public Notice in July 2018, with the intention to install a Puffin crossing, 57 representations were received. This report considers the representations and whether the proposed Puffin crossing should be implemented as advertised.</p>
Impact Assessment:	<p>Equalities Impact Assessment:</p> <p>An Equalities Impact Assessment concluded that there will be neutral impact on any sector of the community on the grounds of gender, race or ethnicity, sexual orientation, sex, married or civil partnerships or other socially excluded groups.</p> <p>It was, however, unclear how the proposal would impact on the sectors of age, disability and pregnancy and maternity. It is considered that whilst a Puffin crossing would provide benefits for these sectors it would be in part balanced by the loss of on-street parking and ease of access to the shops.</p>
	Use of Evidence:

Proposed Puffin Crossing, Broad Street, Lyme Regis

	Pedestrian and traffic surveys which shows the Puffin crossing meets Dorset County Council's policy.
	<p>Budget:</p> <p>Currently £7,500.00 to cover the design and consultation stage phase. The design budget is allocated from the Local Transport Plan for 2018/19 and there is currently no budget allocation for 2019/20 for the construction pending the outcome of the Cabinet resolution. The total cost of the scheme is estimated at £82,500.00</p>
	<p>Risk Assessment:</p> <p>The current risks faced by the authority at this location in terms of safety are low, due to the generally low vehicle speeds. If a crossing is not provided, there is a potential for complaint from less physically able people that their needs are not catered for.</p> <p>If a crossing is provided, the residual safety risks are likely to be similar as a high proportion of people wishing to cross the road are likely to do so at points away from the crossing. The risks in terms of reputational damage from the loss of on-street parking and its effects of the local businesses are difficult to quantify but there may be some medium-term adverse impact on public memory.</p> <p>Overall the level of risk has been identified as:</p> <p>Current Risk: LOW Residual Risk LOW</p>
	<p>Other implications:</p> <p>None</p>
Recommendation	That having considered the representations received, that Cabinet be recommended not to support the provision of a Puffin Crossing as advertised due to the loss of on-street parking which would increase air pollution and could adversely affect businesses.
Reason for Recommendation	It is considered that the risk of potential impacts on local businesses, from the loss of parking and loading provision, outweigh the benefits of providing a crossing.
Appendices	<p>Appendix 1 - Location Plan</p> <p>Appendix 2 - Scheme Plan</p> <p>Appendix 3 – Summary of Public Notice Responses</p>

Background Papers	Primary consultation responses from the District and Town Councils, Dorset Police, the local County Councillor and the public consultation responses are held on file in the Environment and the Economy Directorate.
Officer Contact	Name: Andrew Bradley Tel: 01305 224837 Email: a.l.bradley@dorsetcc.gov.uk

1. Background

- 1.1 Lyme Regis is a small seaside town and a popular holiday destination. The town itself is served by the A3052 which is effectively a spur off the A35 Trunk Road, 2 miles to the north, serving the coastal communities between Lyme Regis and Exeter to the west.
- 1.2 The A3052, Broad Street, is the only principal route through the town centre. This being the case it supports the vast majority of the traffic in, around, and through the town. It is also the main shopping street and a short distance from the sea, beaches, harbour and other attractions.
- 1.3 People tend to cross the road at will using convenient points but are constrained somewhat by the high pavements in places. The traffic is slow moving, at around 20mph, which does mean that crossing the road is not generally arduous. There are no signalised pedestrian crossing facilities in the town including at the signals at the junction of Bridge Street and Coombe Street.
- 1.4 There have been 6 personal injury collisions in Broad Street, in the latest 5 year period up to June 2018, between Cobb Gate Car Park and its junction with Silver Street, of which 5 were recorded as slight and one as serious. Two of the collisions involved young children on foot, including the one serious collision, but the road layout and lack of a crossing were not cited as causation factors, in common with the other collisions.
- 1.5 A signal controlled Puffin crossing point in Broad Street was requested by Lyme Regis Town Council in 2016. Alternatives to a formal Puffin crossing were considered as part of the design process but the Puffin option was considered, in principle, the most appropriate for the context. The proposed crossing meets with council policy and has been prioritised in the Local Transport Plan as it meets the criteria for funding.
- 1.6 Officers carried out an assessment of suitable locations for a crossing and concluded the most practical location was to site it in the environs of the Pug and Puffin shop (No. 20) Broad Street.
- 1.7 Designs were progressed and drawings were sent to the Town Council for approval, in particular because the design would entail the removal of between 7 to 8 (1hr - No return) on-street parking bays. This was necessary to accommodate the footprint of the crossing and the Zig-Zag markings either side of the crossing which is a legal requirement to keep sight lights clear of parked vehicles.

- 1.8 The council's Town Management and Highways Committee considered the Puffin crossing on 8 October 2017 and following a recommendation from this committee on 1 November 2017 the Full Council resolved:

'to support in principle a puffin crossing in Broad Street but to ask Dorset County Council's highways' department if the crossing could be installed elsewhere in Broad Street, possibly higher up the street near the post office, with an additional request that the bus stop outside Co-op is also moved up Broad Street near the junction with Silver Street to accommodate the puffin crossing.'

- 1.9 DCC responded that following further consideration of the potential position of the crossing the proposed site was the only practical location. This was due to the presence of vehicular accesses to private properties and car parks and a disabled bay outside the chemist. It was noted that the bus stop [and shelter] were already situated at the junction with Silver Street.
- 1.10 However officers suggested a possible concession in that the lengths of Zig-Zag markings on the downside (north eastern side) could be relaxed thus reducing the loss of parking to between 4 and 5 parking spaces (from 7 to 8 originally).
- 1.11 The puffin crossing with suggested concession was further considered at the Town Councils' Full Council on 14 February 2018 and members supported the scheme, resolving to:
- '..support Dorset County Council's proposal for a puffin crossing in Broad Street.'*
- 1.12 The design was amended to take account of the reduced zig-zags and the Scheme Plan is attached at Appendix 2.

2. Law

- 2.1 Under Section 23 of the Road Traffic Regulation Act 1984 the Puffin crossing Public Notice was advertised in July 2018. The advert included necessary changes to parking restrictions to accommodate the footprint of the crossing. Copies of the Public Notice were deposited with the Town Council and also sent, together with a scheme plan, to residential properties and businesses in the immediate vicinity of the proposed crossing.

3. Consultation Responses

- 3.1 Under Dorset County Council's procedure, primary consultation was carried out on the proposed scheme with the Local Member, West Dorset District Council, Lyme Regis Town Council and the Police. All primary consultees agreed that the proposals should proceed to Public Notice.
- 3.2 As a consequence of the Public Notice 57 representations were received:

	Number	%
Objections	43	75
Support	9	16

Comments	5	9
<hr/>		
TOTALS	57	100

3.3 The representations in support were in favour of the proposal as they recognised the:

(a) The need for a safe crossing point to aid, in particular, the young, elderly and disabled users.

3.4 The main points raised in objection were:

(a) The potential for traffic congestion (due to traffic waiting on a red light) and possible tailbacks through the exiting signals at the Coombe Street junction

(b) The loss of on-street parking and the knock-on negative effect on businesses, and;

(c) The perception that it is easy to cross the road at present.

3.5 Officer comment (a)

The road is extremely busy in the summer periods and many out-of-season weekends and the crossing would only be a relatively short break (a maximum of 36 seconds on the pedestrian green phase and a 40 seconds of vehicle red) in what is slow moving traffic.

The signals would have radar detection fitted to the signal poles which would detect when the crossing has cleared and release the traffic early if necessary. The signals to the east, controlling the narrow one-lane section, are approximately 180m distant and calculations show that they would not be influenced by the proposed Puffin crossing, in terms of traffic backing up and causing tailbacks through the junction causing.

3.6 Officer comment (b)

Parking in the town is at a premium and in the summer all the main car parks can be full which puts pressure on residential streets and adds to pollution with vehicles circulating for spaces. It is difficult quantify potential impact on businesses but the proposal will entail loss of short stay parking in a prime location.

3.7 Officer comment (c)

It is true to say that for the majority of able-bodied people, crossing the road in Broad Street is largely not an issue given the low vehicle speeds. From observation there are often enough gaps to cross safely, with drivers giving way on establishing eye contact with pedestrians. However for the less physically able, for example, those who are registered blind, the road can act as a potential barrier to free movement with people potentially relying on the kindness of others to help them cross the road.

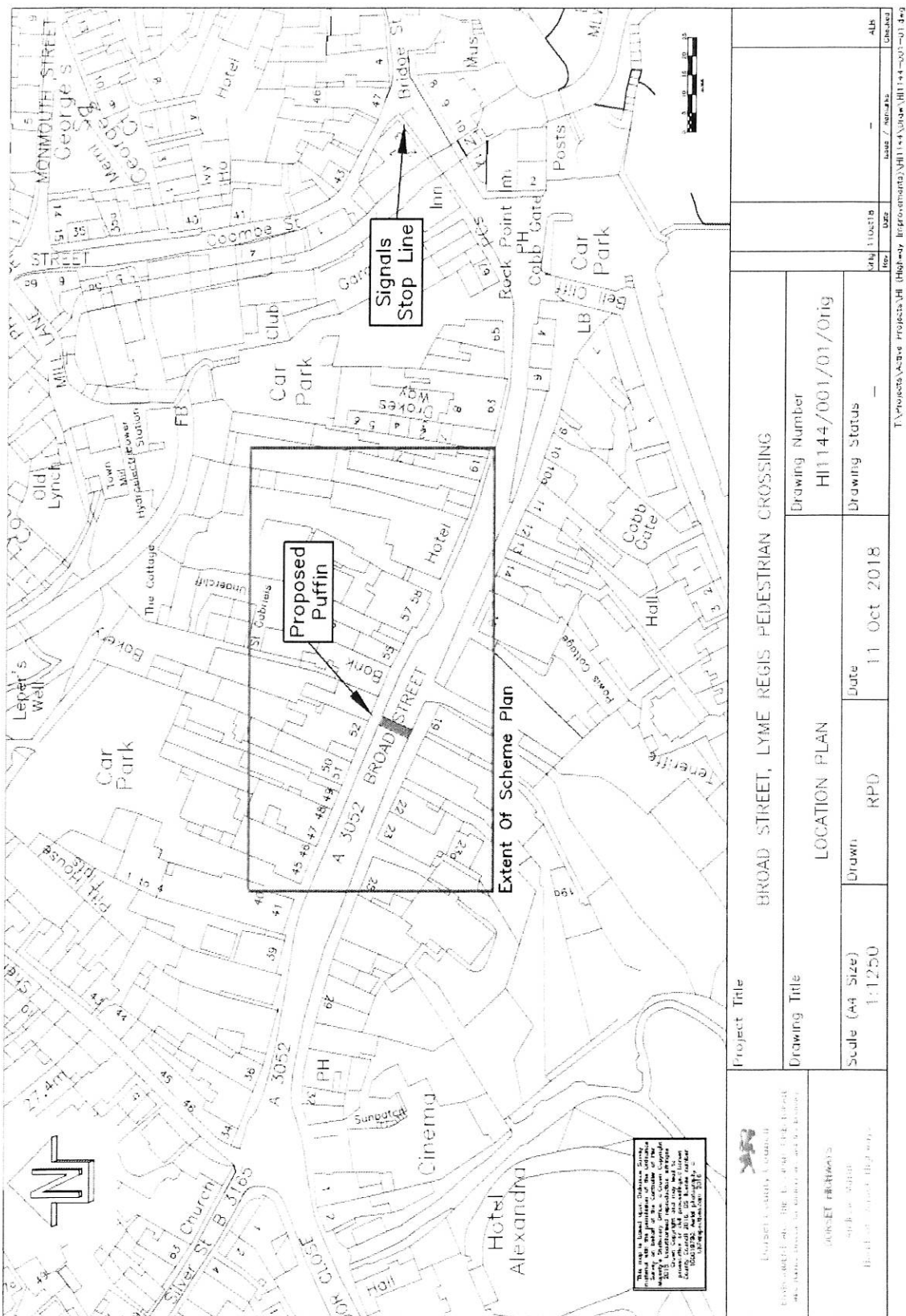
3.8 Of the "comments only" representations received four out of the five did not think a crossing was required whilst one thought it would be beneficial.


4. Conclusion

- 4.1 The proposed Puffin crossing would provide a safe crossing point for all pedestrians and in particular those less physically able in crossing Broad Street.
- 4.2 Having considered the objections submitted as part of the consultation process officers feel that the benefits brought by the crossing are outweighed by the potential disbenefits. These disbenefits are the loss of on-street parking which
- 4.3 It is recommended that the Committee recommend to Cabinet not to support the provision of a Puffin Crossing as advertised due to the strength of objections as outlined in this report.

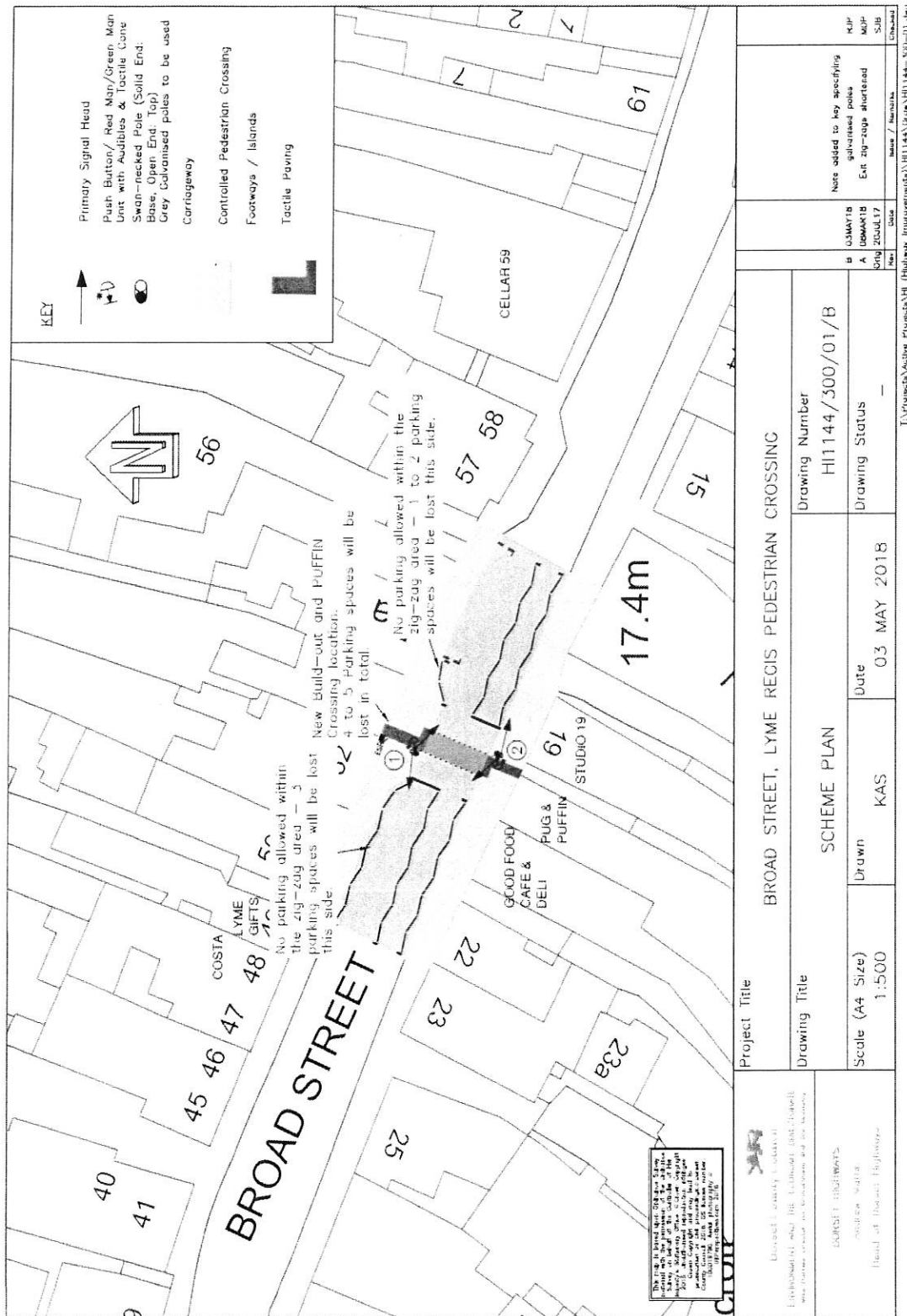
Mike Harries
Corporate Director for Environment and the Economy
November 2018

Proposed Puffin Crossing, Broad Street, Lyme Regis



 Lyme Regis Town Council Towns and Villages Regeneration and Conservation Committee	Project Title		BROAD STREET, LYME REGIS PEDESTRIAN CROSSING						
	Drawing Title	LOCATION PLAN		Drawing Number	HI1144/001/01/Orig				
		Scale (A4 Size)	1:1250	Drawn	RPD	Date	11 Oct 2018	Drawing Status	—
DRAWN BY: RPD DATE: 01/10/2018 Revised: 11/10/2018									

Appendix 2 – Scheme Plan (not to scale)



Appendix 3 – Summary of Public Notice Responses

Type	Public Notice - Breakdown of Main Points Raised	No. of mentions	Totals	%
Support	Representations:		9	18
	required on safety grounds for young/old/disabled	6		
	support crossing the road is difficult to cross	5		
	supports crossing but in wrong place as it impacts on the parking	1		
Object	Representations:		43	75
	will cause congestion	28		
	loss of car parking spaces/affects on businesses	27		
	easy to cross the road already	17		
	will cause pollution	2		
	displace traffic to residential roads (e.g. Anning Rd)	4		
	negative visual impact on Conservation Area	3		
	loss of parking would impact disabled drivers	2		
	make crossing elsewhere unsafe (drivers focussed on crossing)	3		
	unnecessary cost	4		
	make access to properties difficult (people queuing)	1		
	make deliveries difficult as zig-zags stop loading	1		
	loading vehicles will block crossing	2		
	noise and light pollution from signals	1		
	Introduce 20mph limit instead	1		
	needs parking to unload shopping (has restricted mobility)	1		
Comment	Representations:		5	9
	not required	4		
	will cause congestion	1		
	hinder deliveries	1		
	will cause pollution	1		
	crossing beneficial	1		
	suggesting 20mph limit instead	1		
TOTAL REPRESENTATIONS			57	100

Committee: Full Council

Title: Temporary Loan to Lyme Arts Community Trust

Date: 19 December 2018

Purpose

To allow members to consider a request from Lyme Arts Community Trust for a loan of £40,000 from 1 March to 31 August 2019 to allow it to make contract payments: having sufficient funds in its bank account to cover contract payments is a condition of a grant award of £47,200 from Dorset LEADER

Recommendation

Members consider the request and instruct the town clerk

Report

1. In June 2018, Lyme Arts Community Trust (LACT) submitted a grant application to Dorset LEADER to install a new lighting rig, training bar and desk. Installation is to industry standard and is geared towards a youth technical training course for 14 to 18 year olds.
2. The total cost of the project is £59,000: Dorset LEADER funding is £47,200 and LACT's contribution is £10,800. LACT's contribution has been raised through crowd funding and a raffle.
3. The application has been approved by Dorset LEADER subject to LACT holding a sufficient sum in its bank account to cover contract payments; LACT must make all contract payments before it can invoice Dorset LEADER for the project grant of £47,200.
4. Consequently, LACT must hold at least £59,000 in its bank account for the duration of the project, i.e. March to June 2019. LACT has c£20,000 in its current account and holds no reserve.
5. LACT has approached its bank but they are not prepared to provide temporary funding; LACT has no assets against which it can secure a loan.
6. Consequently, LACT has asked the town council if it could deposit £40,000 in its current account between 1 March and 31 August 2019 to allow it to make contractor payments and to allow time for Dorset LEADER to then make payment to LACT for the full cost of the project.
7. If members agree to this request, the arrangement would be covered by a short form of legal charge which would cost c.£300-400; the cost of this would be met by LACT. In addition, the council would charge LACT for its loss of interest, c.£150.

John Wright
Town clerk
December 2018