

LYME REGIS TOWN COUNCIL

MINUTES OF THE VIRTUAL EXTRAORDINARY FULL COUNCIL MEETING HELD ON WEDNESDAY 26 AUGUST 2020

Present

Chairman: The Mayor, Cllr B. Larcombe, MBE

Councillors: Cllr B. Bawden, Cllr J. Broom, Cllr K. Ellis, Cllr M. Ellis, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr R. Smith, Cllr G. Stammers, Cllr G. Turner, Cllr S. Williams

Officers: M. Green (deputy town clerk), M. Adamson-Drage (operations manager)

The mayor, Cllr B. Larcombe, read out the protocol for virtual meetings and ensured all participants could hear each other.

19/205/C Public Forum

D. Tucker (Lyme Regis Museum)

D. Tucker spoke in relation to agenda item 9, Lyme Regis Philpot Museum Term Grant. He explained the reasons for the requested change in purpose of the grant and emphasised that it was for year 1 only. After the first year, the grant would revert to being spent on the originally stated purposes. He ran through how the money would be spent in year 1, who the beneficiaries would be and how it could contribute to the local economy.

P. Benfield (Turn Lyme Green)

P. Benfield spoke in relation to agenda item 12, Environmental Strategy. She expressed her encouragement at seeing the item on the agenda and reminded members that it was now 12 months since the town council had declared a climate emergency. She emphasised the importance of the town council taking a local lead on environmental issues and urged members to support the report and to start taking positive action.

J. Smith Oliver (Turn Lyme Green)

J. Smith Oliver spoke in relation to agenda item 12, Environmental Strategy. She referred to the environmental credentials and awards which Lyme Regis had achieved to date through community and partnership action and wanted to work with the town council to ensure that progress continued to be made. She emphasized that nothing would happen without leadership, commitment and working with others. She hoped that the council would take a leading role; which would encourage others to follow.

N. Ball

N. Ball spoke generally and in relation to agenda item 10, Arrangements for Continuation of Town Bus Service. He supported the continuation of the town bus service and hoped that, eventually, it could be made free-to-use for all. He emphasised the importance of the council being careful and prudent with resources in such difficult times, to avoid wasting money and to ensure that it did its very best for the whole community. He referred to a potential move towards electric vehicles and urged the council to run its fleet efficiently, to not simply jump straight to all electric vehicles and to maximise the benefit of grants and other incentives.

T. West (Word Forest Organisation)

Cllr R. Smith summarised the contents of a letter from T. West in which she strongly urged the town council to follow up its declaration of a climate emergency with more positive actions and was critical of its lack of action to date.

19/206/C Dorset Council Matters

There was no report, Cllr D. Turner having apologised for not being able to attend the meeting.

19/207/C Apologies for Absence

Apologies for absence were received from Cllr R. Doney and Cllr L. Howe.

19/208/C Disclosable Pecuniary Interests

Cllr D. Sarson declared a non-pecuniary interest in agenda item 14, Lease Agreements with Lyme Regis Bowling Club.

19/209/C Dispensations

There were none.

19/210/C To confirm the accuracy of the minutes of the Full Council meeting held on 29 July 2020

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, the minutes of the Full Council meeting held on 29 July 2020 were **ADOPTED**.

19/211/C Planning Committee

Proposed by Cllr G. Turner and seconded by Cllr B. Larcombe, it was **RESOLVED** to receive the minutes of the Planning Committee held on 5 August 2020.

19/212/C Community Grants

Members considered the allocation of community grants for the 2020/21 financial year.

Members were generally of the opinion that the grant applications should be considered; notwithstanding the potential impact of COVID-19 on both the council's finances and on the plans and proposals of the organisations that had submitted the applications.

It was agreed that consideration of the applications should be deferred to allow officers to ask organisations if they still required their originally requested grant.

Proposed by Cllr M. Ellis and seconded by Cllr. B. Larcombe, it was **RESOLVED** to defer consideration of the community grant applications for 2020/21 to allow officers to ask applicants whether, given the impact of COVID-19 and timescales, they still required their originally requested grant.

19/213/C Lyme Regis Philpot Museum Term Grant

Members considered a request from Lyme Regis Philpot Museum to change the purpose of its term grant in year one.

Members debated both the principle of allowing a change to the purpose of the originally approved grant and whether they would have supported the revised purpose had it been submitted in that form from the outset.

It was noted that other organisations had been allowed to change the purpose of their grant and there was general agreement that the revised purpose was one which could be supported.

Proposed by Cllr M. Ellis and seconded by Cllr. B. Bawden, it was **RESOLVED** to allow the purpose of the term grant previously awarded to the Lyme Regis Philpot Museum to be changed in year one only so that £7,000 be made available in that year for the purposes set out in the detailed proposal submitted by D. Tucker on behalf of the museum and attached to the relevant agenda report as Appendix 9C.

19/214/C Arrangements for Continuation of Town Bus Service

Members debated a request from the operator of the town bus service that the charge for the service extension from 1 September 2020 until 31 August 2021 be increased from £12,000 p.a. to £13,500 p.a.

There was unanimous support for the request and a general agreement that the route should be reviewed and/or extended when the schools' contract came up for renewal; probably in August 2021.

Proposed by Cllr C. Reynolds and seconded by Cllr. B. Bawden, it was **RESOLVED** to agree to the request from the operator of the town bus service that the charge for the service extension from 1 September 2020 until 31 August 2021 be increased from £12,000 p.a. to £13,500 p.a.

19/215/C Parking Restrictions, Avenue Road

Several members expressed concerns about the effect on unrestricted streets of the incremental and piecemeal implementation of residents' parking restrictions in other streets.

The deputy town clerk suggested that consideration of the matter be deferred pending a discussion with the Communities Highways Manager at Dorset Council about the possibility of a comprehensive on-street parking review for Lyme Regis.

Proposed by Cllr B. Larcombe and seconded by Cllr D. Sarson, it was **RESOLVED** to defer consideration of the request for additional parking restrictions in Avenue Road and to instruct the deputy town clerk to discuss with the Communities Highways Manager at Dorset Council the implementation of an urgent review of on-street parking restrictions and resident's parking arrangements in Lyme Regis.

19/216/C Environmental Strategy

The operations manager introduced his detailed report and reminded members of their earlier declaration of a climate emergency and their commitment for the council to be net zero carbon by 2030.

Cllr B. Larcombe felt that any suggestion the town council had been inactive on environmental matters was unfounded. He referenced section 15. of the report as evidence of action to date. The council did, however, need to have regard to its available resources and what, practically, it could do to bring about positive local change. He explained his views about the role of the town council in addressing environmental issues as compared with other tiers of 'government'. He also emphasised the need for initiatives to be properly costed prior to entering into any commitment; especially given the impact of COVID-19 on the council's reserves. He questioned what evidence of actions over and above the member/officer training would be required before the town council could be accredited with carbon literate status.

Cllr B. Bawden referred to progress made to date with certain initiatives. She answered questions about various of the recommended actions and, in particular, the suggested carbon literate training. She emphasised that the cost of the training was a small fraction of the normal cost because Lyme had been selected as a pilot. She said the Carbon Literacy Trust believed she was more than qualified to deliver the training. Other proposals would be the subject of further and more detailed work, including costings.

She also made reference to the agreement reached between Lyme Garden Growers and the Woodland Trust in respect of land at Slopes Farm. She asked whether the town council might be able to support this initiative by providing two dog mess bins, one at each entrance to the land.

Members were generally supportive of the suggested training and various recommended actions but were clear that those which might include any significant

element of new and additional cost should be brought back for more detailed consideration prior to being approved.

Cllr K. Ellis suggested that all recommendations with the exception of K, Q and R could be approved, but that those three recommendations, which had unknown cost implications, required further information prior to being considered in detail. This suggestion was unanimously supported.

Proposed by Cllr K. Ellis and seconded by Cllr B. Larcombe, it was **RESOLVED** to approve action on the following goals as soon as reasonably possible:

- a. Agree an interim target of 10% carbon reduction per year en-route to becoming carbon neutral by 2030
- b. Draw up and launch the net zero plan to achieve the ambition of carbon neutral/net zero
- c. Annual corporate environment and sustainability reporting to commence in 2021
- d. Draw up a relevant environmental legislation list and keep it updated
- e. Commence work to be accredited to at least BS8555 phase three and engage an environmental consultant/auditor
- f. Undertake an environmental aspect assessment and carbon footprint the council's activities and services
- g. Review the Environment Policy
- h. Introduce a header on every council agenda stating, 'Members are reminded that in reaching decisions they should take into consideration the town council's decision to declare a climate emergency and ambition to become carbon neutral by 2030 and beyond'
- i. Commence work with Dorset Council to help undertake carbon foot-printing for Lyme Regis
- j. Identify and source environmental funding
- k. Move to green energy tariffs
- l. Implement electronic ways of working/paperless agendas for councillors
- n. Members undertake carbon literacy training with a view to Lyme Regis becoming a carbon literate council.
- o. Implement a 'green contractor preferred' scheme
- p. Implement green ESG investments and banking (known as Ethical, Social and Governance investment or socially responsible investment)

and that the following actions be brought back to a future meeting for further detailed consideration, including potential costs:

- k. Review the climate action and environmental initiatives list from November 2019
- q. An electrical bike rental scheme
- r. An electric/hybrid car club scheme

and that the request to install two dog mess bins at both entrances to the Woodland Trust land at Slopes Farm, Lyme Regis and undertake their emptying be brought back for further consideration.

19/217/C Barclays Bank Mobile Banking Van

Members considered a request from Barclays Bank to park and operate a mobile banking van in Lyme Regis located in the Woodmead Hall car park.

Proposed by Cllr J. Broom and seconded by Cllr G. Stammers, it was **RESOLVED** to allow Barclays Bank to site a mobile van to provide banking and financial advice in the Woodmead Hall car park for one day per week on a day to be agreed and for a trial period of one year in the first instance on the same terms as those offered to Lloyds Bank, i.e., currently £2,600 p.a.

19/218/C Lease Agreements with Lyme Regis Bowling Club

Members considered the lease agreements with Lyme Regis Bowling Club for the use of the green and club house, and the car park.

The deputy town clerk reported that the club had requested some minor variations to the leases as drafted. He was confident that these requests could be accommodated without fundamentally affecting the terms or without any adverse impact for the council.

He advised that standing orders required full council to approve any lease prior to it being signed and sealed but these suggested changes were sufficiently minor that he hoped members would approve the leases as presented subject to the minor changes being made. This would avoid the inevitable delays involved in bringing the matter back again for further consideration.

Members supported the suggested process and approved the leases subject to minor variation.

Proposed by Cllr J. Broom and seconded by Cllr C. Reynolds, it was **RESOLVED** to approve the lease agreements with Lyme Regis Bowling Club for the use of the green and club house, and the car park subject to minor variation.

19/219/C List of Payments

Members asked various questions about the list of payments made in the month of July 2020. There was general concern that the information was not as self-explanatory or helpful for members as it might be.

The deputy town clerk referred to the Transparency Code 2015 which required councils to publish information about payments in a particular format and including various items of prescribed data. It was intended to adopt the standard format required by the Code which would then provide members and the public with additional information in a form which, hopefully, was more easily understood and helpful.

Proposed by Cllr J. Broom and seconded by Cllr B. Larcombe, it was **RESOLVED** to approve the list of payment for the month of July, 2020 and in the total sum of £161,796.09.

19/220/C Debtors Report

Proposed by Cllr M. Ellis and seconded by Cllr G. Turner, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential matters relating to relating to the financial or business affairs of any particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

19/221/C Exempt Business

(a) Debtors Report

The deputy town clerk explained the history to several of the debts and the action which was or which was planned to be taken to recover the sums involved. He undertook to advise members when various invoices had been sent out in relation to sites at Monmouth Beach.

Members noted the effect of the Coronavirus Act 2020 on certain proceedings but emphasized the need to take a robust approach to the recovery of any persistent and long-standing debts.

The meeting closed at 9.35 pm.