

LYME REGIS TOWN COUNCIL

MINUTES OF THE VIRTUAL FULL COUNCIL MEETING HELD ON WEDNESDAY 22 APRIL 2021

Present

Chairman: The Mayor, Cllr B. Larcombe, MBE

Councillors: Cllr B. Bawden, Cllr J. Broom, Cllr R. Doney, 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. Adamson-Drage (operations manager), M. Green (deputy town clerk), A. Mullins (support services manager), M. Russell (finance manager), K. Weekley (admin assistant), J. Wright (town clerk)

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

A prayer was given by the mayor, Cllr B. Larcombe as Rev Chris Martin had sent his apologies.

19/378/C Public Forum

N. Ball

N. Ball said he would like to praise Cllr B. Larcombe as mayor, for steering the ship through some difficult times. He said Covid had meant many virtual meetings, which could be difficult. He said the mayor had guided the council in some difficult decisions, financial and management, and kept meetings running smoothly. N. Ball said he believed the town owed Cllr B. Larcombe a thank you, although this didn't do justice to the time spent on council matters and to his family going short because of this. He thanked the mayor for all he had done for his and everyone's love of Lyme Regis.

The mayor, Cllr B. Larcombe thanked Mr N. Ball for his comments.

S. Davies

As chairman of LymeForward, S. Davies said this was a report she submitted to the councillors for the meeting due to take place on 14 April 2021. She said she was joined by LymeForward director Lesley Jelleyman to present a response to the report compiled by Cllr B. Bawden on the agenda. Relating to agenda item 19, Reports From External Bodies, she said the report contained a number of discrepancies and inaccuracies. Regarding the Uplyme, Charmouth and Lyme Regis Coastal Communities Team (CCT), she said she was totally unaware Cllrs B. Bawden and J. Broom had been appointed as representatives to report on its activities. She said in correspondence on 12 July 2019 and 16 October 2020 from

the council office, these individuals were never mentioned and to her knowledge, she had never been told subsequently. S. Davies said she was not party to the contents of the report on LymeForward and had had no input. She said the first she knew of its contents were when her attention was drawn to it because she was specifically named. She said neither author had approached her for any input or comment; the last time Cllr B. Bawden was invited to meet was on 29 July 2020 and she responded by email to say there was no need to meet. S. Davies said Cllr S. Williams had been contacted by phone and was offered a meeting but he had not responded. Regarding the LymeForward Steering Group report, she asked at what point Cllr B. Bawden was appointed to this group, as correspondence from the office on 12 July 2019 and 16 October 2020 stated Cllr B. Larcombe was, by inference, the sole representative. She said Cllr B. Larcombe was contacted on 6 February 2021 and was given a full update. S. Davies said since March 2020, when she took up the post of chairman of LymeForward CIC, she had endured an unremitting campaign of serious victimisation, intimidation and persecution by Cllr B. Bawden. She said this had not only impacted on her reputation, but Cllr B. Bawden's actions had also had a grave effect on LymeForward and its ability to function as a local area partnership. She said she had evidence that Cllr B. Bawden's actions and behaviour fell well below the standards cited in the council's code of conduct for members. S. Davies said Cllr B. Bawden had been nominated as the council representative for both LymeForward CIC and Lyme Regis Development Trust since July 2019, subsequently extended to May 2021, despite her raising many concerns. She said Cllr B. Bawden's campaign had been based on a prolific, covert blind-copying of emails to members of the public, including former staff and directors, Lyme Regis Development Trust and other councillors. She said several people had shared concerns about the information being distributed about her and had sent her copies. She said the campaign had been personal and was motivated by Cllr B. Bawden's wish to denigrate her and LymeForward's business activities.

Cllr R. Doney raised a point of order; he said the public forum was not intended as a way for a member of the public to mount personal attacks on an individual councillor and there were mechanisms for making complaints of this nature. He asked the mayor, Cllr B. Larcombe to intervene.

The mayor, Cllr B. Larcombe said S. Davies had reached her time limit of three minutes to address the council.

S. Davies said she was accompanied by another LymeForward director and was therefore using their collective six minutes.

The town clerk agreed the public forum was not the place for personal attacks on members, especially as they were not in a position to respond. He advised S. Davies to stick to the issues and remove the personalities involved.

S. Davies said the council had allowed a personal attack on her to be included in a report on the agenda, to which she was now responding. She said there appeared to be some inconsistencies as she had been named but was not being allowed any redress.

S. Davies said it was important to acknowledge there had been a long-standing, unremitting campaign of victimisation, persecution and intimidation by Cllr B. Bawden.

Cllr R. Doney raised another point of order as S. Davies' statement was continuing as before.

The mayor, Cllr B. Larcombe agreed and said he was aware other mechanisms for making complaints against councillors were already being exercised. He asked S. Davies to address the inaccuracies she believed to be in the report and not to refer to the detail.

S. Davies said she had sent her statement to all members ahead of the meeting and asked that it be included in the formal documentation of the minutes of the meeting. She said she was not happy with the way it had been handled and she wanted time to consider her response, which she would make in writing, as she felt she was being discriminated against.

N. Causley

N. Causley asked about the possibility of a taxi rank in Lyme Regis; although he understood it was not a decision for the town council, it had to be heard by the town council before it could be forwarded to Dorset Council (DC). He said in the past there were two taxi ranks in Lyme Regis and one Hackney carriage. He said now there were seven taxis working out of Lyme Regis and three companies. He felt a taxi rank would be beneficial for both residents and tourists. N. Causley said the most common place for pick-ups and drop-offs was at the bottom of the town and at the Cobb, which he understood was a bottleneck. However, he could put forward potential sites for a rank, one being at Cobb Gate as there used to be one outside the Rock Point Inn. To avoid losing parking and council revenue, he felt a rank would be better placed near the barrier in Cobb Gate car park as there was just enough space between this area and the first parking space. At the Cobb, he suggested using the park and ride bus stop as he believed it was no longer in use, although the town bus used it four times a day but he wasn't sure if it was a formal bus stop. Otherwise, he suggested alongside the railings at the harbour.

The mayor, Cllr B. Larcombe suggested N. Causley could also convey his ideas to the ward member, Cllr D. Turner.

M. Ward and L. Charleton

M. Ward said they used to volunteer for LymeForward and subsequently worked for the organisation as managers. She said when they started they were very keen to meet with key people working with LymeForward, although she said Sue Davies was very adamant they shouldn't talk to Cllr B. Bawden and shouldn't talk to the mayor without her consent. She said they didn't have any job descriptions and as Cllr B. Bawden was the council representative on LymeForward, they had a meeting with her.

L. Charleton said in the two meetings they had with Cllr B. Bawden, she was very positive about LymeForward, she was never derogatory about Sue Davies and they never sensed there was any animosity. She said Cllr B. Bawden had always been positive and complimentary and every month she included items in the LymeForward newsletter. She said their experiences with Cllr B. Bawden were always good.

Cllr C. Reynolds arrived at 7.25pm.

M. Ward said their second meeting with Cllr B. Bawden was also attended by Cllr C. Reynolds. She said it was about listening and learning and as they didn't have job descriptions and didn't know people, they wanted to know what went on in the community and how they worked together.

Cllr C. Reynolds she had not had a meeting with them, it had been a chat in a café and there had been no talk about the community and how it worked.

19/379/C Dorset Council Matters

Cllr D. Turner sent his apologies as he had technical problems in joining the meeting.

19/380/C Questions from Councillors

Cllr J. Broom

Cllr J. Broom asked for clarification regarding minute number 20/29/TMH and the recommendation to the council. He said the Secretary of State's letter stated temporary pavement licences for hospitality businesses would be valid until September 2022, but at the moment he understood the provision was only until September 2021.

The town clerk said the advice received from DC was that the government was going to extend the provisions until 30 September 2022; although that legislation had not yet been enacted, correspondence from DC was clear it was the intention to do so.

Cllr B. Larcombe asked if the licences would expire at the end of September 2021 if the legislation was not enacted.

The town clerk confirmed this to be the case but said it would involve difficult conversations with the businesses concerned. He said he would personally clarify the situation with the relevant government department.

19/381/C Apologies for Absence

There were none.

19/382/C Disclosable Pecuniary Interests

Cllr M. Ellis declared a pecuniary interest in minute number 20/20/SF regarding the Dorset and Wiltshire Fire Service as her husband was a firefighter.

19/383/C Dispensations

There were none.

19/384/C To confirm the accuracy of the minutes of the Full Council meeting held on 3 March 2021

Proposed by Cllr D. Sarson and seconded by Cllr G. Turner, the minutes of the Full Council meeting held on 3 March 2021 were **ADOPTED**.

19/385/C To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 7 April 2021

Proposed by Cllr M. Ellis and seconded by Cllr R. Smith, the minutes of the extraordinary Full Council meeting held on 7 April 2021 were **ADOPTED**.

19/386/C Matters arising from the minutes of the Full Council meeting held on 3 March 2021 and the extraordinary Full Council meeting on 7 April 2021

External audit

The town clerk said he was still awaiting a reply from the external auditors and would chase this up. He said he would circulate to members the response he had previously sent.

Covid-19

The mayor, Cllr B. Larcombe asked for more information about funding available to tourism businesses.

The town clerk said he had been having discussions with DC about funding for seaside towns, with around £150,000 available. He said the operations manager was putting together a submission on behalf of the council.

19/389/C Update Report

There were no updates.

19/390/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 16 March 2021.

19/391/C Human Resources Committee

Proposed by Cllr B. Larcombe and seconded by Cllr J. Broom, it was **RESOLVED** to receive the minutes of the Human Resources Committee held on 10 March 2021 and adopt the recommendations, as follows:

20/09/HR – Plumbing Training

RESOLVED: to approve a Level 2 Diploma in Plumbing Studies course for maintenance operative Kyle Knight.

20/13/HR – Deputy Town Clerk, Spinal Column Point Progression

RESOLVED: to approve the deputy town clerk's progression to spinal column point 35 on 1 April 2021.

20/14/HR – Operations Manager, Spinal Column Point Progression

RESOLVED: to approve the progression of the operations manager to spinal column point 31 on 1 April 2021

20/15/HR – Postholder 101, Six-Month Probation Report

RESOLVED: to approve postholder 101's continued employment with the council.

20/16/HR – Finance Manager, Spinal Column Point Progression

RESOLVED: to approve the finance manager's progression to spinal column point 28 on 1 April 2021.

20/17/HR – Support Services Manager, Spinal Column Point Progression

RESOLVED: to approve the support services manager's progression to spinal column point 25 on 1 April 2021.

19/392/C Strategy and Finance Committee

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, it was **RESOLVED** to receive the minutes of the Strategy and Finance Committee held on 31 March 2021 and adopt the recommendations, as follows:

20/24/SF – Councillor Code of Conduct

RESOLVED: to adopt the model councillor code of conduct from the Local Government Association, with sections from the existing code included as local amendments, but without the suggested section on equality and diversity.

20/25/SF – Community Governance Review

RESOLVED: that a report is taken to the Strategy and Finance Committee to consider reducing the number of members on the council as part of Dorset Council's community governance review.

20/27/SF – Requests for Outside Seating

RESOLVED: to delegate authority to the chairman of the Town Management and Highways Committee in conjunction with officers to organise the details of allowing further outside seating licences during the temporary legislated period, currently until 30 September 2022.

20/28/SF – Request for Funding

RESOLVED: to approve funding of £1,000 to Lyme Regis Community Support.

20/29/SF – Dorset and Wiltshire Fire and Rescue Authority – Consultation of Draft Community Safety Plan

RESOLVED: that Cllrs B. Larcombe, J. Broom and C. Reynolds draft a response to Dorset and Wiltshire Fire and Rescue Authority's consultation on its Draft Community Safety Plan for submission to the Strategy and Finance Committee on 12 May 2021.

20/31/SF – List of Payments

RESOLVED: to approve the schedule of payments for February 2021 for the sum of £102,724.57.

19/393/C Tourism, Community and Publicity Committee

Proposed by Cllr K. Ellis and seconded by Cllr C. Reynolds, it was **RESOLVED** to receive the minutes of the Tourism, Community and Publicity Committee held on 24 March 2021 and adopt the recommendations, as follows:

20/76/TCP – Improvements to Beach Hut Booking System

RESOLVED: to approve the proposed changes to the beach hut booking system on the town council website, and the re-allocation of the 2021-22 social media campaign budget for this purpose, and the transferred expenditure is identified in the budget.

20/77/TCP – Lyme Regis Museum Grant Review

RESOLVED: to approve continued grant payments to Lyme Regis Philpot Museum.

20/78/TCP – B Sharp Grant Review

RESOLVED: to approve quarterly grant payment to B Sharp in April and July 2021.

20/79/TCP – The Hub Grant Review

RESOLVED: to pay the quarterly grant payment to the Hub for April 2021 and ask Lyme Regis Development Trust for a breakdown of how the grant will be spent on youth provision going forward before any more funding is released.

20/80/TCP – Lyme Arts Community Trust Grant Review

RESOLVED: to approve quarterly grant payment to Lyme Arts Community Trust in April and July 2021.

20/81/TCP – Bridport and District Citizens' Advice Bureau Grant Review

RESOLVED: to approve quarterly grant payments to Bridport and District Citizens' Advice Bureau in April and July 2021.

20/82/TCP – Axe Valley and West Dorset Ring and Ride Service Ltd Grant Review

RESOLVED: to approve quarterly grant payments to Axe Valley and West Dorset Ring and Ride Service Ltd in April and July 2021.

20/83/TCP – LymeForward CIC Grant Review

RESOLVED: to approve the quarterly grant payment to LymeForward for April 2021 and review the position following the organisation's annual general meeting on 31 March 2021.

20/84/TCP – Sculpture Trail in Lister and Langmoor Gardens

RESOLVED: to provide funding of £2,500 to the sculpture trail in the Lister and Langmoor Gardens, to be match-funded, with the possibility of providing more funding if the council's application to the seaside recovery fund is successful, and for the Arts Development Company to work with the Woodroffe School to fill any unused plinths.

Cllr C. Reynolds said funding from the seaside recovery fund, via DC, could be used to help fund the trail and it was hoped a further £2,500 could be obtained. She said the organiser of the sculpture trail was happy to go back to the Woodroffe School to get the pupils involved.

19/394/C Town Management and Highways Committee

Proposed by Cllr J. Broom and seconded by Cllr K. Ellis, it was **RESOLVED** to receive the minutes of the Town Management and Highways Committee held on 17 March 2021 and adopt the recommendations, as follows:

20/28/TMH – Roof Management Plan

RESOLVED: that a management plan for the seafront roof comes up with constructive proposals to protect the glass panels before consideration is given to what can and cannot take place on the roof.

20/29/TMH – Use of Town Council-Owned Land

RESOLVED: to approve the request from the Oyster and Fish House to use town council-owned land in the Lister Gardens for extra seating subject to temporary measures under the terms of the Secretary of State's letter until September 2022, and then to be reviewed.

RESOLVED: to approve the request from SWiM to use town council-owned land on Marine Parade for extra seating subject to temporary measures under the terms of the Secretary of State's letter until September 2022, up to a maximum of 10 tables and with all A boards to be removed, with final approval to be given by the town clerk in consultation with the chairman and vice chairman of the Town Management and Highways Committee.

RESOLVED: to approve the request from Red Panda to use town council-owned land at Bell Cliff for extra seating subject to temporary measures under the terms of the Secretary of State's letter until September 2022, with final approval to be given by the town clerk in consultation with the chairman and vice chairman of the Town Management and Highways Committee.

20/30/TMH – Traffic Speed in Residential Areas

RESOLVED: to ask officers to find out how much it would cost to put an engineering loop on Colway Lane, Queens Walk and Anning Road to monitor traffic speed.

20/32/TMH – Replacement of a Section of Seafront Railings at Marine Parade

RESOLVED: to apply for planning permission to install replacement seafront railings to match the existing, as far as current legislation will allow.

19/395/C Selection of Mayor-Elect and Deputy Mayor-Elect

Cllr D. Sarson nominated Cllr B. Larcombe for the role of mayor for the 2021/22 council year, seconded by Cllr G. Turner.

There being no further nominations, Cllr B. Larcombe was duly **ELECTED** as mayor for the 2021/22 council year.

Cllr B. Larcombe thanked everyone who had supported him in the past two years and said there were still some things he would like to see come to fruition. He said he was looking to others to take on the role next year.

Cllr C. Reynolds nominated Cllr K. Ellis for the role of deputy mayor for the 2021/22 council year, seconded by Cllr M. Ellis.

Cllr G. Stammers nominated Cllr B. Bawden for the role of deputy mayor for the 2021/22 council year, seconded by Cllr G. Turner.

Cllr K. Ellis was duly **ELECTED** as deputy mayor for the 2021/22 council year.

19/396/C Proposals on the Establishment of a Committee to consider Environmental Issues

Members discussed the name of the committee and agreed the 'Environment Committee'.

Members discussed the proposed terms of reference for the committee and agreed it should make recommendations on the council's policy on environmental issues.

The town clerk explained why it was proposed the committee's terms of reference included containing spend to an approved budget. He said the council already had a principle of setting the budget at the beginning of the year and he was suggesting every committee's terms of reference were amended so they had a shared responsibility to contain expenditure to an approved budget. He added that some committees had spent beyond the budget and the council had been too relaxed in approving overspend.

Cllr B. Bawden asked if the committee's role to identify and monitor progress against environmental objectives would be in relation to the council's objectives, or whether the council would have a more active role in the community in the transition to net zero. She added that the town council's operations probably accounted for only 1% of the town's carbon emissions.

The mayor, Cllr B. Larcombe said there was a difference between the council absorbing objectives as its own and persuading residents to be environmentally aware. However, he felt the council could engage with the community through this committee.

The town clerk said the council needed to be clear about what it could and couldn't do as a council, with a budget of £1.7million compared to DC's budget of £300million. He said the council had to understand what it could control and what it could influence. However, it would be within the committee's remit to attract inward funding into the town.

Cllr R. Smith said the council might not have the necessary funding but it was an opportunity to show leadership within the community.

Members discussed the membership of the committee and it was suggested the numbers could be restricted to allow non-members to sit on the committee.

The town clerk said members had a right to sit on every committee so this would be a departure from the normal policy. However, he said members needed to be mindful of keeping the membership to a manageable size. The town clerk confirmed any external people on the committee would not have voting rights.

It was agreed all members would have the opportunity to sit on the committee.

Cllr M. Ellis suggested inviting external people to attend if they had an interest in something on the agenda, rather than as permanent members of the committee.

It was agreed there would be a maximum of six non-members on the committee, with no more than two people from one organisation.

It was also suggested the non-members should comprise someone from the business community and experts and volunteers who were not linked to groups.

Members discussed the frequency of meetings.

Cllr D. Sarson suggested as some Human Resources Committee meetings had been cancelled and they were not long meetings, the Environment Committee meetings could be held on the same day.

The mayor, Cllr B. Larcombe suggested human resources (HR) could be absorbed into Strategy and Finance.

Several members were concerned that adding the Environment Committee into the existing calendar would make the cycle too long. It was suggested the meeting could be held on a day other than a Wednesday.

The town clerk said the officer preference was to have meetings on a Wednesday as they would struggle to produce two agendas a week.

Cllr M. Ellis said as they were starting to discuss the committee structure, perhaps members needed to look at this as a whole. She added that there used to be a Planning and Environment Committee.

The town clerk said the problem with combining HR into the Strategy and Finance Committee was the HR Committee agenda was sometimes very full as it was driven by events, which may require a separate HR meeting to allow quality discussion to take place. He said the first meeting of the HR Committee in the new cycle would include the annual HR review, which was a big piece of work for the committee to consider.

Cllr C. Reynolds suggested alternating between the Environment Committee and the Human Resources Committee every other cycle, although the town clerk felt this would be too messy.

It was proposed by Cllr B. Larcombe and seconded by Cllr R. Smith that the first cycle of the 2021/22 council year included the Human Resources Committee, to be replaced thereafter with the Environment Committee and to absorb human resources into the Strategy and Finance Committee.

This motion was not carried.

Cllr K. Ellis suggested members reviewed the committee structure to avoid elongating the cycle, with a view to merging some committees.

The town clerk suggested one seven-week cycle, to include the Environment Committee, could be scheduled for the beginning of the 2021/22 council year to give members time to properly discuss the committee structure.

Cllr D. Ruffle left the meeting at 8.45pm.

Cllr R. Doney agreed the committee structure needed to be reviewed to make the council more efficient and to give greater delegation to officers, but it would take willpower to change things.

Proposed by Cllr K. Ellis and seconded by Cllr R. Doney, members **RESOLVED** to schedule one seven-week cycle at the beginning of the 2021/22 council year, to include the Environment Committee, to allow time to discuss the committee structure.

19/397/C Councillor Code of Conduct

Cllr C. Reynolds felt the code of conduct was pointless because any complaints about councillors first went to the mayor and town clerk, which were then referred to DC's monitoring officer, who then referred the matter back to the town council to address locally.

The town clerk agreed issues of member behaviour were within the monitoring officer's remit, although they could only make recommendations back to the town council. He said in the past he had had discussions with members to try and find a resolution, but these were not always successful.

The town clerk said he shared Cllr C. Reynolds' frustration as the recommendations from the monitoring officer were limited by statute and there were no significant sanctions which could be imposed on a member. He said there needed to be a fundamental review of the code of conduct and how it operated but he didn't sense that was imminent.

Cllr D. Ruffle returned to the meeting at 9pm.

The mayor, Cllr B. Larcombe said the mayor was just another member, so it wouldn't be fair to have one member directing the behaviour of another; it took an independent person like a monitoring officer to determine if there had been a breach of the code.

Cllr S. Williams left the meeting at 9.01pm.

Cllr K. Ellis said a meeting should be held between the two members concerned, the mayor and the town clerk and if it couldn't be dealt with, it should then go to the monitoring officer.

The town clerk confirmed this was the approach normally taken but there were some issues which were too big to resolve, which then had to be referred to the monitoring officer.

Cllr S. Williams returned to the meeting at 9.05pm.

Cllr M. Ellis said meetings between members didn't always happen as she had requested a meeting with the mayor and town clerk and it hadn't yet taken place.

Cllr R. Smith said it was evident there as a lot of pain from past disputes which needed to be worked through and asked if the town clerk could facilitate a process for some of these grievances to be resolved in another forum.

The town clerk said as the organisation was so small, the focus could be taken away from the town clerk and mayor and a panel of members set up to make recommendations, providing they are supported by the members involved.

However, the mayor, Cllr B. Larcombe felt it would be difficult for the members on the panel to remain independent.

Cllr J. Broom said the DAPTC Executive was aiming to get the model code of conduct adopted across the county with no amendments so all councils in Dorset were working to the same code.

The town clerk said when officers looked at national guidance, it never quite fitted with the way this council operates; as such, officers usually tried to modify the national documents to fit the council and this had never been a problem.

Proposed by Cllr M. Ellis and seconded by Cllr R. Smith, members **RESOLVED** to adopt the new councillor code of conduct from the Local Government Association, with sections from the existing code included as local amendments.

The meeting adjourned for a break at 9.19pm

The meeting resumed at 9.27pm.

19/398/C Reports from External Bodies

Cllr B. Bawden felt it would help members if there was a short guidance note to explain what was involved in being a representative on an external body and the distinction between 'participating' and 'liaison'. She also asked what the process was for raising concerns about a body a member was a representative on. She felt it would also help organisations to know what was expected of their representatives.

The town clerk said he wasn't aware of these issues but clarity could be provided, although he said all organisations were different so it was generally left to the judgement of each group. It was suggested guidance could be included in the members' briefing.

Cllr M. Ellis said the main aim was to be the organisations' link with the council and to bring to the council any concerns they have, ensuring both parties were aware of what the other was doing. She said the level of involvement also depended on whether the organisation was a grant recipient.

19/399/C Request from Secretary of Lyme Regis Chalet, Caravan and Day Hut Association

Proposed by Cllr B. Larcombe and seconded by Cllr M. Ellis, 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 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.

19/400/C Exempt Business

a) Request from Secretary of Lyme Regis Chalet, Caravan and Day Hut Association

The deputy town clerk said the secretary of the association had written to the council but there had been no specific instruction from the committee to make the request, although there had been a formal request from one other chalet owner.

Proposed by Cllr R. Doney and seconded by Cllr J. Broom, members **RESOLVED** to refuse the request received from the secretary of Lyme Regis Chalet, Caravan and Day Hut Association for a further reduction in site fees to reflect additional 'lockdown' periods.

The mayor, Cllr B. Larcombe wished to put on record his thanks to the deputy town clerk, finance manager, assistant finance manager and senior administrative assistant for the work they had done in getting the leases sorted and collecting debts. He said it was a remarkable piece of work which was not be underestimated and would put the council in a better position with the chalet and caravan park going forwards.

The meeting closed at 9.46pm.