

LYME REGIS TOWN COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON WEDNESDAY 25 MAY 2022

Present

Chairman: The Mayor, Cllr M. Ellis

Councillors: Cllr C. Aldridge, Cllr J. Broom, Cllr R. Doney, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr R. Smith, Cllr G. Stammers, Cllr T. Webb

Officers: M. Adamson-Drage (operations manager), C. Austin (administrative and community engagement assistant), A. Mullins (support services manager), K. Weekley (administrative assistant), J. Wright (town clerk)

Apologies: Cllr B. Bawden, Cllr B. Larcombe MBE

Absent: Cllr G. Turner

22/01/C Public Forum

To formally install a chairman of the council (town mayor)

Nominated by Cllr C. Reynolds and seconded by Cllr T. Webb, Cllr M. Ellis was **ELECTED** and installed as the town mayor for the 2022/23 council year and was duly invested with the chain of office.

Mr A. Ellis was installed as the mayor's consort and was duly invested with the chain of office.

22/02/C To formally install a vice-chairman of the council (deputy town mayor)

Nominated by Cllr M. Ellis and seconded by Cllr T. Webb, Cllr C. Reynolds was **ELECTED** and installed as the deputy town mayor for the 2022/23 council year and was duly invested with the chain of office.

A. Reynolds was installed as the deputy mayor's consort and was duly invested with the badge of office.

The mayor gave notice that the mayor's chaplain for the forthcoming year would be the Rev. Chris Martin, and said she intended to attend a civic service at St Michael's Parish Church on Sunday 5 June 2022, to which the council and townspeople were invited to attend.

22/03/C Adjourn meeting to 1 June 2022

Proposed by Cllr D. Sarson and seconded by Cllr R. Smith, members **RESOLVED** to adjourn the meeting until 1 June 2022.

LYME REGIS TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 1 JUNE 2022

Present

Chairman: The Mayor, Cllr M. Ellis

Councillors: Cllr B. Bawden, Cllr J. Broom, Cllr R. Doney, Cllr B. Larcombe MBE, Cllr P. May, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr R. Smith, Cllr G. Stammers, Cllr G. Turner

Officers: A. Mullins (support services manager), J. Wright (town clerk)

Cllr B. Bawden arrived at 7.01pm.

The mayor, Cllr M. Ellis read out the town prayer

22/04/C Public Forum

There were no members of the public who wished to speak.

22/05/C Questions from Councillors

Cllr J. Broom

Cllr J. Broom said the weekly members' briefings used to include details of which staff were working at the weekend and he asked if this could be reinstated as he found it useful.

22/06/C Apologies for Absence

Cllr C. Aldridge – prior commitment
Cllr T. Webb – personal commitment

It was noted Cllr P. May was expected to arrive late.

22/07/C Disclosable Pecuniary Interests

There were none.

22/08/C Dispensations

There were none.

22/09/C To confirm the accuracy of the minutes of the Full Council meeting held on 18 May 2022

Proposed by Cllr B. Larcombe and seconded by Cllr G. Stammers, the minutes of the Full Council meeting held on 18 May 2022 were **ADOPTED**.

22/10/C Matters arising from the minutes of the Full Council meeting held on 18 May 2022

Members noted the report.

22/11/C Reaffirmation of the Eligibility Criteria required to hold the General Power of Competence

Proposed by Cllr B. Larcombe and seconded by Cllr D. Ruffle, members **RESOLVED** to reaffirm that Lyme Regis Town Council meets the eligibility criteria to hold the General Power of Competence.

22/12/C Appointments to Council Committees

Cllr M. Ellis said fewer members had been attending committee meetings recently, which meant business had been transacted more efficiently, and she asked if there was any appetite for restricting the number of members who sat on each committee. She said this wouldn't stop members attending committee meetings or speaking at Full Council on items raised at committee meetings, but it would mean people would sit on committees they had an interest in and they wouldn't have to commit to attending meetings every week.

Cllr B. Larcombe said there had been thin attendance at several committee meetings recently and reducing the number of members would risk them being inquorate.

Cllr G. Stammers said if there were fewer people on the committee, the quorum would be less anyway.

Cllr B. Larcombe said committee meetings were an opportunity to debate an issue and members who were not on the committee might then be inclined to have that debate at Full Council meetings, which would prolong them.

Cllr J. Broom said the only way restricting committee membership would work was if the council accepted the committee's ideas and didn't re-open the debate at Full Council.

Members decided against restricting numbers on committees.

Cllr P. May arrived at the meeting at 7.11pm.

As Cllr P. May had just arrived, the town clerk confirmed he had signed his declaration of acceptance of office on 27 May 2022 but it was too late to include a report on the agenda to confirm this. He confirmed Cllr P. May was a councillor and was in a position to fully participate in the meeting.

Proposed by Cllr D. Sarson and seconded by Cllr J. Broom, members were appointed to committees for the 2022-23 council year as follows:

Tourism, Community and Publicity – Cllr G. Turner, Cllr D. Ruffle, Cllr G. Stammers, Cllr D. Sarson, Cllr R. Smith, Cllr J. Broom, Cllr C. Reynolds, Cllr M. Ellis, Cllr B. Larcombe, Cllr C. Aldridge

Town Management and Highways – Cllr G. Turner, Cllr D. Ruffle, Cllr G. Stammers, Cllr B. Larcombe, Cllr D. Sarson, Cllr B. Bawden, Cllr J. Broom, Cllr P. May, Cllr C. Reynolds, Cllr M. Ellis, Cllr C. Aldridge, Cllr T. Webb

Planning – Cllr G. Turner, Cllr B. Larcombe, Cllr B. Bawden, Cllr J. Broom, Cllr C. Reynolds, Cllr C. Aldridge

Human Resources – Cllr G. Turner, Cllr G. Stammers, Cllr D. Sarson, Cllr B. Larcombe, Cllr P. May, Cllr R. Smith, Cllr J. Broom, Cllr C. Reynolds, Cllr M. Ellis

Environment – Cllr G. Turner, Cllr G. Stammers, Cllr D. Ruffle, Cllr D. Sarson, Cllr B. Larcombe, Cllr P. May, Cllr B. Bawden, Cllr R. Smith, Cllr J. Broom

Cllr C. Reynolds said in view of the impending resignations of two members, she didn't understand why committees were being structured with those members included. She asked if the council could be updated on where it stood with the impending resignations.

Cllr B. Larcombe said it was nothing to do with the committee structure or the overall numbers of attendance, it was about contribution. He said he made it clear he had an intention to resign and when he did that was down to him.

22/13/C Appointments to External Bodies 2022-23

The mayor, Cllr M. Ellis said she had spoken to the director of LymeForward and as it no longer received a term grant from the council, it was felt there didn't need to be a council representative for LymeForward or the Coastal Communities Team.

Cllr R. Smith asked if having a council representative was contingent to a grant.

The mayor, Cllr M. Ellis said it was not; some of the organisations with representatives were in receipt of grants, while others had asked for a council representative.

The town clerk said if there was an organisation in the town that was involved in redevelopment projects, he didn't see grant funding as a necessity for there to be a representative. He felt the town council should be part of any group which discussed development projects in the town, especially as the council may be a major funder in its own right.

Proposed by Cllr B. Larcombe and seconded by R. Smith, members **RESOLVED** to appoint members as representatives to external bodies for the 2022-23 council year as follows:

Axe Valley and West Dorset Ring and Ride Service – Cllr C. Aldridge (liaison)

B Sharp – Cllr C. Reynolds (participating)

Bridport and District Citizens' Advice Bureau – Cllr C. Reynolds and Cllr C. Aldridge (participating)

Charmouth Road Allotments Association – Cllr D. Sarson (participating)

DAPTC (Western Area Committee and Larger Councils) – Cllr J. Broom and Cllr B. Larcombe (participating)

The Hub Strategic Group – Cllr C. Aldridge (liaison)

LymeArts Community Trust – Cllr D. Ruffle (participating)

Lyme Regis/Barfleur Twinning Association – Cllr R. Doney (liaison)

Lyme Regis Charities – Cllr M. Ellis (four-year appointment) (participating)

Lyme Regis Development Trust – Cllr D. Sarson, Cllr C. Reynolds and Cllr C. Aldridge (participating)

Lyme Regis Fossil Festival – Cllr R. Smith (participating)

Lyme Regis Harbour Consultative Group – Cllr B. Larcombe (participating) (Cllr J. Broom – substitute)

Lyme Regis Museum – Cllr D. Ruffle (participating)

Lyme Regis/St George's Twinning Association – Cllr M. Ellis (participating)

Lyme Regis Society – Cllr D. Ruffle (participating)

Plastic-Free Lyme Steering Group – Cllr R. Smith and Cllr G. Stammers (participating)

Regatta and Carnival Committee – Cllr D. Sarson (participating)

RNLI Lifeboat Guild – Cllr M. Ellis (participating)

Royal British Legion – Cllr B. Larcombe (participating)

St Michael's Business Centre Management – Cllr J. Broom (participating)

Woodmead Halls Management Committee – Cllr P. May (participating)

Youth Council – Cllr C. Reynolds (participating)

22/14/C Review of the Council’s and/or Employees’ Memberships of Other Bodies

Proposed by Cllr J. Broom and seconded by Cllr R. Smith, members **RESOLVED** to approve the annual membership subscriptions for the council and/or employees to advisory and professional bodies, as follows:

Organisation
Dorset Association of Parish & Town Councils
Ancient and Honourable Guild of Mace Bearers
Institute of Cemetery & Crematorium Management
Chartered Institute of Public Finance & Accountancy (VAT Ref manual)
Local Councils Update Communicorp
Open Spaces Society
Society of Local Council Clerks
Chartered Institute of Personnel and Development
Association of Accounting Technicians
South West Councils
OFCOM (Radio Licence)
Information Commissioners Office
Survey Monkey
Institution of Occupational Safety and Health
Institute of Environmental Management and Assessment
Rural/Market Town Group

22/15/C Members’ Awayday

The town clerk said the members had committed themselves to an awayday and he had been through the brief for the facilitator with Cllr G. Stammers, as chairman of the Human Resources Committee, which he would look to issue shortly. However, he said it was important members considered the awayday now as there was already some dissent. He said there were still issues in the chamber and members had to find a way to exercise them and they had to own it.

Cllr C. Reynolds said she felt a facilitator was not necessary and members could sort out their issues between themselves, but unless everyone got together, it wouldn’t work. She said at the last awayday, it was agreed members would discuss their issues privately at the end of the meeting but this hadn’t happened. She was also concerned about the cost of a facilitator.

The town clerk said in the 10 years he had been with the council there had been issues in the council chamber which had never been resolved and if the council had to spend some money to try and resolve it, it would be money well spent. He said the members had shown they couldn’t do it themselves but if they no longer wanted to have an awayday, they should make that decision.

Cllr R. Smith said he agreed with the idea of an awayday but members needed to commit to changing and improving the culture of the council, although he

acknowledged it would not be resolved at the event and would be a continuous reinforcement of how to behave.

Cllr B. Larcombe said awaydays came at large expense and time and the idea was that things were different afterwards, so there had to be buy-in from everyone as nothing changed after the last awayday. He noted were three different elements for the proposed the day and he asked that the structure was maintained. He also questioned why the council couldn't facilitate the event itself.

The town clerk said the day would be an opportunity for members to think about what projects and objectives they wanted to do over the next two years before going out to public consultation in the summer. He said it was necessary to bring in a facilitator as the council had tried and failed to resolve the issues itself. He added that a facilitator could tell some home truths and things people didn't want to hear but acceptance would be the starting point for change.

Cllr R. Doney said there was a need to raise the council's reputation and this would come as a consequence of doing good work. He therefore felt members needed to think about what they wanted to achieve and that the council was missing clear statements of what it was trying to do. He felt there were issues in the chamber because members didn't have the big issues to focus on as a team or a future mindset.

Several members said they backed the proposal for an awayday as they felt they owed it to residents to resolve the issues.

Cllr B. Larcombe asked what the facilitator would be told in advance of the awayday, what the brief would be, what outcome the facilitator would be briefed to attain and who would prepare the brief.

The town clerk said he had formulated the brief in consultation with Cllr G. Stammers as chairman of the Human Resources Committee and it focused on changing the perception of the council and what members needed to do to change it, as well as the council's purpose and values. He said the issue became to what extent the brief was shared with other members, although it didn't include anything that members hadn't already said about themselves in the chamber.

Cllr B. Bawden asked if there was some value in asking members before the awayday to explain the issues they felt were important to them in terms of behaviour so the facilitator knew what was involved.

The mayor, Cllr M. Ellis said the facilitator may ask for input from each member before the event but it would be down to the facilitator to ask for that information if they felt it was appropriate.

Members agreed this would be an ongoing process and it would require more than a day with a facilitator to improve behaviours and attitudes. The town clerk agreed and said he would expect the facilitator to keep in touch with the council to reinforce what had been learnt on the day.

Several members felt all members should be involved in formulating the brief for the facilitator.

The town clerk said circulating the brief would start a debate among members. He said if a consultant was appointed, a briefing meeting would be held and he intended to invite only Cllr G. Stammers to that meeting.

The meeting closed at 8.39pm.