

LYME REGIS TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 26 OCTOBER 2022

Present

Chairman: The Mayor, Cllr M. Ellis

Councillors: Cllr C. Aldridge, Cllr B. Bawden, Cllr R. Doney, Cllr B. Larcombe MBE, Cllr P. May, Cllr C. Reynolds, Cllr R. Smith, Cllr G. Stammers, Cllr G. Turner, Cllr T. Webb

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

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

22/40/C Public Forum

J. Besley

J. Besley said she was at the meeting in case there were any questions about the eRib Round Britain project later in the agenda.

J. Besley answered several questions from members, primarily about sponsorship.

V. Elcoate

V. Elcoate said she was speaking on behalf of the River Lym Action Group to update the council on the river pollution and beaches. She said in September, the action group received from the Environment Agency (EA) some shocking data of bacterial pollution in the river and that Front Beach bathing beach was at risk of having its status downgraded, which they felt could be addressed through joint working including the town council and an approach to finding solutions. She said the EA monitored the water quality between May and September this year and the last time they carried out monitoring was in 2015. The results to date showed the Lym was contaminated with fecal bacteria in both wet and dry weather. She said they identified a number of contaminated surface water discharges from the stream and were working with South West Water (SWW) to address the issues as soon as possible. V. Elcoate said the levels far exceeded safe levels of drinking or bathing in every weekly sample. She said they believed the EA carried out monitoring again because of the pressure the action group had been applying on them and SWW and they believe they stopped in 2015 because Church Beach was de-designated as a bathing beach, as weekly monitoring was a requirement of a bathing beach. She said they had asked the EA to continue monitoring and they believed they had agreed to that, as long as there was some support for considering Church Beach as a bathing beach again. In terms of Front Beach, V. Elcoate said there were two pollution spikes of bacterial contaminant in August and September for one week each month and it was the same week in August last year. She said the EA believed it knew the cause and they had urged them to meet with the town council, SWW and Dorset Council to find

out the cause as they believed it was fixable and it needed to happen before the summer season. She said there was some good news, which they believed was as a result of the action group keeping in touch with the EA and SWW: the pollution at Windsor Terrace which many people had seen, one of the pipes that had been drawn attention to now had rainwater coming out of it. V. Elcoate said when the action group went to the Uplyme sewage works with SWW they released bio-beads and they washed up on Charmouth Beach. She said SWW at first denied that but had now accepted it was their responsibility and were going to help with a beach clean-up in Charmouth. V. Elcoate said this week a new pump had been installed at Horn Bridge because the old one failed and there would have been an illegal discharge into the river. A temporary pump had been put in and a permanent one would be put in by the end of the month. She said by keeping up the pressure, the action group was making a difference.

R. Thomas

R. Thomas said he lived next to the river and had joined the River Lym Action Group. He said the river was polluted and as a consequence, there was no life in it, no aquatic plants, insects, dragonflies, damselflies, mayflies or kingfishers. He said he lived next to the ford and lots of people walked their dogs and let them go into the river and the dogs would get illnesses from the pollution. He said particularly in the summer there would be children playing in the river but if parents knew what was in the water, they wouldn't let them play in there. He said he was sure many of them would have gotten ill from it. R. Thomas said the river flowed into the sea and the beaches were the life blood of the community and businesses. He urged the council to pass the motions on the agenda with regards to the river and water quality to help the action group to make a difference and turn the River Lym into a nicer river where everyone could enjoy nature.

K. Gollop

K. Gollop spoken about the proposed extension to the Guildhall car park. He felt it was a great shame the council was proposing this as it was a very prominent position and lots of cars parked there would stand out. He said council staff previously parked at Woodmead car park and walked to the office, leaving the Guildhall car park for councillors. He said the council was considering moving its offices so it would not be parking cars there anyway. He said it was a shame to lose one of the most historic parts of Lyme Regis to a car park.

22/41/C Dorset Council Matters

Cllr B. Bawden gave the following updates:

- Dorset Council's (DC) Full Council had met the previous week and she had asked questions about DC engaging locally about the findings of the EA, SWW and the River Lym Monitoring Group, as well as other groups doing similar work in Charmouth. She also asked questions about making sure planning applications had specific measures in place to make sure sewage and proper provision was put in place before planning permission was approved. She also

asked DC to write to the government to ask not to de-regulate the consumer, workers and environmental protections.

- She was on the panel of a code of conduct hearing.
- She had met with the MP and councillors and raised the issue of replacement bus services. She was still trying to get better provision for the proposed winter bus timetable but DC said it would not co-subsidise. She said she was working with the Western Area Transport Action Group to produce a consolidated timetable to show the services going through Axminster, as well as those that were direct to Seaton. Devon County Council (DCC) had been asked if they would include First Buses in their fare structure so passengers didn't have to pay twice. Cllr Bawden's counterpart was also raising this issue with DCC.
- She had a meeting on 4 November 2022 regarding anti-social behaviour in Magna Housing areas with the West Dorset MP, the chief executive of Magna and the police.
- With regards to sewage in the river and the beaches, she said the West Dorset MP wanted to be copied into what was being done locally because he was dealing with SWW at chief executive and chief operating level but was finding it difficult to deal with them.
- Other meetings she had attended included: with the Dorset Community Safety Team leader for a briefing on nutrient neutrality; a session on the cultural strategy; a members' briefing on the cost of living crisis, and mental health awareness training.
- She outlined upcoming events, including a libraries consultation briefing and reminded everyone to take part in the consultation.

22/42/C Questions from Councillors

There were none.

22/43/C Apologies for Absence

Cllr C. Reynolds – illness
Cllr D. Sarson – holiday
Cllr D. Ruffle – personal commitment
Cllr J. Broom – illness

22/44/C Disclosable Pecuniary Interests

There were none.

22/45/C Dispensations

There were none.

22/46/C To confirm the accuracy of the minutes of the Full Council meeting held on 27 July 2022

Proposed by Cllr B. Larcombe and seconded by Cllr P. May, the minutes of the Full Council meeting held on 27 July 2022 were **ADOPTED**.

22/47/C Matters arising from the minutes of the Full Council meeting on 27 July 2022

Members noted the report.

22/48/C Update Report

There were no updates.

22/49/C Mayor's Announcements

Members noted the report.

22/50/C Planning Committee

Proposed by Cllr G. Turner and seconded by Cllr C. Aldridge, it was **RESOLVED** to receive the minutes of the Planning Committee held on 26 July and 23 August 2022, to note the recommendations obtained by email following the cancelled meeting of the Planning Committee scheduled to take place on 13 September 2022, to receive minutes of the extraordinary meeting held on 4 October 2022, and adopt the recommendations, as follows:

22/33/P – Wording of Planning Recommendations

RESOLVED: that in future, including for this meeting, the town council use a more tailored response to Dorset Council for applications which it was supportive of.

22/51/C Environment Committee

Proposed by Cllr R. Smith and seconded by Cllr P. May, it was **RESOLVED** to receive the minutes of the Environment Committee held on 5 October 2022 and adopt the recommendations, as follows:

22/19/ENV – Water Quality

RESOLVED: that the town council asks for an urgent meeting with the Environment Agency, South West Water and Dorset Council to discuss how to prevent Front Beach's bathing waters from being at risk of being downgraded from 'Good' to 'Sufficient'.

RESOLVED: to write to South West Water asking them to release the data on the bathing water investigation carried out on Front Beach between May and September before Christmas.

RESOLVED: that the council considers furthering the re-designation of Church Cliff Beach as a bathing beach so further monitoring resources of the River Lym can be deployed.

RESOLVED: to ask the Environment Agency to monitor the River Lym in the winter so it can be determined if the actions South West Water have taken are having any effect on the water quality.

22/20/ENV – eRIB Round Britain 2023

RESOLVED: to approve Gold Level sponsorship at £5,000 for the Round Britain eRib, to be paid from the budget for environmental purposes.

22/21/ENV – Hedgehogs R Us Highway Project

RESOLVED: to purchase a box of 50 hedgehog surrounds at £150, to sell 10 surrounds at £30 to Charmouth Parish Council, to offer to sell a quantity to Uplyme Parish Council, and to give the surrounds to Lyme Regis residents free-of-charge.

22/22/ENV – Mares Tail Treatment

RESOLVED: to trial a non-glyphosate product to treat mares tail and if this fails, to allow limited use of glyphosate.

22/23/ENV – School Tree Planting Project

RESOLVED: to ask officers to investigate whether there might be space at Anning Road playing field to plant trees as part of the School Tree Planting Project.

22/52/C Human Resources Committee

Proposed by Cllr P. May and seconded by Cllr T. Webb, it was **RESOLVED** to receive the minutes of the Human Resources Committee held on 27 September 2022 and adopt the recommendations, as follows:

22/25/HR – Menopause Policy

RESOLVED: to approve the proposed Menopause Policy.

22/26/HR – Vexatious Complaints' Policy and Guidance

RESOLVED: to approve the Vexatious Complaints' Policy and Guidance.

22/27/HR – Review of Employee Handbook – Part 4

RESOLVED: to approve the proposed amendments to the staff handbook from page 80 onwards.

22/28/HR – Review of Councillor Data and Information 2021-22

RESOLVED: to publish on the council website an indication of how members' percentage of attendance at meetings related to the number of committee meetings they attended, in a way that is easiest for officers to achieve.

22/29/HR – Finance Manager Six-Month Review

RESOLVED: to approve the finance manager's progression to spinal column point 26, effective from 1 July 2022.

22/53/C Strategy and Finance Committee

Proposed by Cllr M. Ellis and seconded by Cllr R. Doney, it was **RESOLVED** to receive the minutes of the Strategy and Finance Committee held on 12 October 2022 and adopt the recommendations, as follows:

22/24/SF – Statement of Internal Control, Risk Management Policy and Annual Risk Assessment

RESOLVED: to approve the 2022 risk register.

RESOLVED: to approve the risk management policy and the standard annual risk assessment.

22/26/SF – Budget and Precept 2023-24 and Five-Year Financial Plan 2023-28

RESOLVED: to approve the 2023-24 base budget and assumptions and approve the base five-year financial plan.

22/27/SF – Review of Charges

RESOLVED: not to increase the precept for 2023-24, set at £132,779.

RESOLVED: to set Cart Road beach hut charges for 2024 as follows:

	Daily Rates 2023	Weekly Rates 2023
January– Easter	£5	
Easter Holiday		£60
April– Spring Holiday	£12	
Spring Holiday		£65
June		£60
July (before summer hol)		£90
July (start of summer hol)- August		£160
September	£14	
October	£8	
November- December	£6	
Christmas & New Year		£90 (2-week booking)
Winter Season	£185	
Summer Season	£1,200	
Annual	£1,850	

RESOLVED: to hold alfresco licence charges for 2023-24, as follows:

Covers	£130
Single Chairs	£12

RESOLVED: to hold Bell Cliff advertising charges for 2023-24 at £120, inclusive of VAT.

RESOLVED: to hold Marine Parade Shelters charges for 2024-25, as follows:

Charites, Schools and Not-for-Profit Organisations – per area, per day

Categories	2023-24
DT7 postcodes	£15
Within a 10-mile radius of the offices	£20
Outside a 10-mile radius of the offices	£25
National charities (per hour)	£20
Not-for-profit community events and festivals hiring the shelters	At the discretion of the town clerk

Commercial or private hire

Area		2023-24
Langmoor Room	Per room, per hour	£15
Market area	Per day	£250
Performance area/ top of shelters (Commercial)	Per day	£300
Hire of Performance Area for Performance	Per Half	£60
Hire of any section on top of the shelters	Per Day	To be set as part of roof management plan

RESOLVED: to hold amenities charges for 2023-24, as follows: adult mini-golf, £4 and putting, £3; child mini-golf, £2 and putting, £1.50; table tennis, £2 per person.

RESOLVED: to hold weddings and civil marriages charges for 2024-25, as follows:

Monday-Friday	£400
Weekends/BHs	£500

RESOLVED: to set car parking permit charges for 2023-24, as follows:

Residents	£175
Non-residents	£400
Holiday accommodation	£700

RESOLVED: to increase car parking charges for 2034-24, as follows:

Cabanya	£1.60 per hour
Monmouth Beach	£1.60 per hour
Woodmead	£1.20 per hour
Woodmead three-day ticket	£35
Woodmead weekly ticket	£65

RESOLVED: to hold the penalty charge for 2023-24 at £60, with a reduced fee of £40 if paid within seven working days.

RESOLVED: to hold cemetery charges for 2023-24, as follows:

Inter still born child or under 2 years	Inter child under 16 years	Inter over 16 years	Inter cremated remains	Exclusive right of burial in earthen grave	Exclusive right of burial of cremated remains	Installation of headstone/footstone/tablet
No Charge	No Charge	£225.00	£50.00	£455.00	£276.00	£90.00

Installation of vase	Additional inscription on memorial	Scattering ashes on existing graves	Scattering ashes beneath turf of existing graves	Genealogy searches	Certified copy of entry in burial books	Double interment fee
£45/£60	£30.00	£20.00	£20.00	£25.00	Not Offered	No Extra Charge

RESOLVED: that the charge for a memorial bench in 2023-24 should be the same as the purchase cost.

RESOLVED: to increase the charge for Monmouth Beach garages for 2023-24 to £1,375.

22/28/SF – Objectives and Projects 2023-2025

The mayor, Cllr M. Ellis drew members' attention to the list of projects and objectives which the committee had recommended but said the recommendation conflicted with a recommendation from the Town Management and Highways Committee; it had recommended that the council purchased a remote-controlled mower but the

Strategy and Finance Committee had recommended this be removed from the list of projects and objectives.

Cllr P. May said at the Town Management and Highways Committee meeting, members felt there was a health and safety issue which could be mitigated by a remote-controlled mower, but if members had assurances this was not the case, the Strategy and Finance Committee would want to remove this expenditure.

The town clerk said there had been one incident of someone slipping while mowing but this hadn't resulted in any absence. The issue could therefore be addressed with a robust risk assessment and method statement for safe working.

Cllr B. Bawden was concerned that one committee could overturn a decision made by another committee.

The town clerk said ultimately the Strategy and Finance Committee was responsible for the council's finances.

ORIGINAL MOTION: that the council states its intent to leave the current office premises and instruct officers to work up a business plan about how that can be achieved.

Cllr B. Larcombe said he was concerned about the wording of the recommendation as he believed 'stating an intent' was pre-determination and the council should first have a business plan that considered whether the offices should be moved or not. He said members should also see a breakdown of costs to understand how a figure of £500k was arrived at for the repair and maintenance of the first floor as he had doubts over whether such a large amount was required.

Cllr R. Doney said he felt it was important for the council to state its intent to leave as it had already discussed this several times in the past and not moved anything forward. He said a business would find it difficult to justify remaining in the current premises due to the £500k that would need to be spent on it, but instead could free up a substantial amount of public money and move the office to somewhere which was more sustainable and had lower running costs. He agreed there needed to be evidence and that was why officers had been asked to find out if it was viable.

Several other members agreed the council should not be stating its intent to leave the current office premises before any costs were determined and that they should see a business case before making any commitments.

Cllr B. Larcombe said he didn't believe employees being spread over two floors was a real issue or a justification for leaving the office. He said he was told in the past that St Michael's Business Centre was unsuitable for the council office so he couldn't understand why it was a viable option now.

Cllr G. Stammers said she was concerned about the long-term availability of Unit 1A.

Cllr P. May said he believed the current building would become a significant liability to the council because it was in a bad state of repair and needed a lot of money spent

on it to keep it going, although it would still be a sub-optimal building. Even if the offices were not moved, he said employees would have to move out during the refurbishment so alternative premises still needed to be found. He said he believed the council did need to state its intent to leave and it shouldn't be holding onto the building for sentimental reasons.

Cllr C. Aldridge agreed there was a significant amount of money involved and that was why members needed a proper options paper to determine how much it would cost to put the building into good order. She felt Unit 1A was more unsuitable than the current building.

Cllr B. Larcombe said the advantage of the current offices was that it was adjacent to the Guildhall and a door could be installed to join the two buildings. He was also concerned that the council would have to pay a rent at St Michael's Business Centre, whereas the council already owned its current offices.

The town clerk said the issue of employees being spread over two floors was not a major factor, it was just a consideration. With regards to the estimated costs, he said he had discussed it with the deputy town clerk and if the first-floor roadside windows and some other essential works were carried out, it would cost around £150k. However, refurbishment of the building to make it a more acceptable work environment would cost several hundreds of thousands more. He said he was more than happy to provide more information about costs but it would involve a lot of work and he didn't want officers to waste their time on this if some members were clearly against moving and would pick apart any business case.

The town clerk said moving offices would allow the council to generate capital, save money in refurbishment costs and potentially reduce operating costs. He said the building cost £20k a year to run and every year several thousands of pounds were spent on general maintenance. He said he was looking for an in principle decision to move out or he felt the issue would keep being deferred.

It was proposed by Cllr B. Bawden that subject to full information being provided, the council would be happy to consider moving out of its current building.

This motion was not seconded.

SUBSTANTIVE MOTION: Proposed by Cllr R. Smith and seconded by Cllr B. Larcombe, members **RESOLVED** that a costed options paper is worked up for the council's office premises, to bring back to the council for consideration as a matter of urgency.

The town clerk said some options would have to be modelled so there would have to be some assumptions.

In relation to the wider list of projects, Cllr B. Larcombe said he didn't support removing seafront urinals from the list of ideas as it would help cut down on the queues for the toilets for both men and women. He felt it would be straightforward to install urinals in the area next to the Marine Parade toilets.

The mayor, Cllr M. Ellis said the area next to the toilets was used as a bin store for council tenants and installing urinals would only benefit the town for six weeks of the year, so the committee felt there were other more important projects to pursue.

RESOLVED: to instruct officers to build up medium-term programme of projects and objectives for the Strategy and Finance Committee on 30 November 2022, based on the following projects:

- Explore the options for a post office service in the town
- Improve the town bus service
- Use the seafront gardens for outdoor entertainment
- Determine the future of Strawberry Fields
- Support a repairs' café or community workshop
- A multi-use games area to include a basketball court
- Children's play area and splash area in the gardens
- Monkey bars in the play park
- Beach volleyball court
- More Refill stations in the gardens and Anning Road playing field
- Coronation weekend
- Replace car park machines
- Repairs to chapel roof
- Replace tractor
- Refurbish harbourmaster's store and cemetery lodge
- Mobile hoist for disabled wheelchairs
- Tarmac cemetery paths
- Repair woodland bridge in the gardens
- Replace handrails in the gardens
- Repairs to Bell Cliff steps and railings
- Replace west and east store doors
- Replace Langmoor Room door
- Memorial to the Queen
- Employee benefits' package
- Repairs to Ware Cliff road
- Electronic car parking noticeboards
- Enhance the wedding packages
- Vacate the council offices – to be further investigated
- Solar panels on council buildings
- Footpath repairs in the gardens
- Improve CCTV
- Improve 'welcome to Lyme Regis' signs
- Family bursaries – budget increased to £20k

22/29/SF – Outside Seating

RESOLVED: to extend the temporary outside seating provision in the Business and Planning Act 2020 (Pavement Licence) (Coronavirus) (Amendment) Regulations 2022 from 30 September 2022 to 31 March 2023.

22/31/SF – List of Payments

RESOLVED: to approve the schedule of payments for July and August 2022 for the sums of £121,715.83 and £199,932.61, respectively.

22/54/C Tourism, Community and Publicity Committee

Proposed by Cllr M. Ellis and seconded by Cllr B. Larcombe, it was **RESOLVED** to receive the minutes of the Tourism, Community and Publicity Committee held on 28 September 2022 and adopt the recommendations, as follows:

22/23/TCP – Mobile Hoist for Beach Wheelchairs

RESOLVED: to instruct officers to obtain more information about cost, storage of the hoist, operational requirements, and maintenance of a mobile hoist to improve accessibility to the council's beach wheelchairs.

22/24/TCP – Quarterly Newsletter

RESOLVED: to agree, in principle, to produce a six-monthly newsletter in addition to the monthly newspaper column, and to instruct officers to obtain quotes for the printing of the newsletter and investigate how the newsletter would be distributed.

22/25/TCP – Seagull Control

RESOLVED: to note the report from Max Redwood regarding the drone flights aimed at deterring seagulls and to change some of the existing seagull signs on the seafront, with half of the existing signs warning people not to feed the seagulls to remain, and half to be replaced with 'beware of the seagull' signs with a more aggressive image.

22/26/TCP – Town Bus

RESOLVED: to appoint Cllrs R. Doney, B. Larcombe and M. Ellis to work with the deputy town clerk and service operator to identify and cost preferred options for improving the town bus service.

22/27/TCP – Totally Locally's Fiver Fest

RESOLVED: to approve the request to fund the printing of the Fiver Fest map at a cost of £166 plus VAT.

22/28/TCP – Sculpture Trail

RESOLVED: that Cllrs B. Larcombe, C. Aldridge and D. Sarson meet with the deputy town clerk and the Arts Development Company to look at options for retaining a sculpture trail in the gardens.

22/33/TCP – Grant Review, The Hub

RESOLVED: that officers have further discussions with the Hub to express members' concerns about how the grant funding is being spent to ensure it is used for youth activities and to ensure it advertises on its website and social media that it receives funding from the town council.

22/36/TCP – Gateway Card

RESOLVED: to accept the quote from Advantage Digital Print for the printing of the Gateway Card and stickers.

RESOLVED: to post the new Gateway Cards to every Lyme Regis resident on the electoral register and all other residents can obtain one from the office with proof of an address in the town of Lyme Regis.

22/55/C Town Management and Highways Committee

Proposed by Cllr C. Aldridge and seconded by Cllr T. Webb, it was **RESOLVED** to receive the minutes of the Town Management and Highways Committee held on 4 October 2022 and adopt the recommendations, as follows:

22/25/TMH – Speed Watch

RESOLVED: to support the Speed Watch initiative and agree to purchase one camera for the volunteer Speed Watch team and to support, in principle, the introduction of 20mph speed limits, where possible, in Lyme Regis and instruct officers to feed back to Dorset Council.

22/26/TMH – Renewal of Planning Permission for Chalets, Caravans and Day Huts at Monmouth Beach

RESOLVED: to appoint Peter Chapman to progress the renewal of the planning permission for chalets, caravans and day huts at Monmouth Beach.

22/27/TMH – Lister Room Marketing and Appointment of Member Panel

RESOLVED: to note the update on the marketing of the Lister Room and appoint Cllrs C. Reynolds, D. Sarson, B. Bawden and M. Ellis to a panel to consider any proposals received from potential tenants.

22/28/TMH – 30 and 41 Ware Cliff Chalets, Request to Construct Extensions plus request to replace 37 Western Beach day hut

RESOLVED: to approve requests from the owners of 30 and 41 Ware Cliff chalets to build extensions in materials to match the existing, subject to also obtaining any other required consents, and a request from the owner of 37 Western Beach day hut to replace it on a like-for-like basis.

22/29/TMH – Dorset Council Free Parking Days

RESOLVED: to agree the non-charging dates for Lyme Regis Dorset Council car parks as follows:

- 11 November 2022 – Armistice Day
- 13 November 2022 – Remembrance Sunday
- 26 November 2022 – Christmas lights switch-on
- 3 December 2022 – Small Business Saturday
- 21 December 2022 - Carols Round the Christmas Tree

to apply the same non-charging days to Woodmead Car Park, only, and instruct officers to liaise with Dorset Council Parking Services.

22/30/TMH – Amenities Hut Building Drawings

RESOLVED: to approve the drawings for the proposed new amenities hut and instruct officers to proceed to planning permission and procurement.

22/31/TMH – Guildhall Car Park and Flagpole

ORIGINAL MOTION: to introduce a ramp at the mayor's current parking space to open up the higher level for parking while also installing remote-controlled retractable bollards at the front of Cockmoile Square and install a flagpole by the south side of the Guildhall entrance.

As the council was considering the future of the office premises, it was agreed the proposed extension of the car park and retractable bollards should be deferred until firm decisions had been made about office accommodation.

SUBSTANTIVE MOTION: Proposed by Cllr B. Larcombe and seconded by Cllr P. May, members **RESOLVED** to install a flagpole by the south side of the Guildhall entrance and to defer consideration of extending the Guildhall car park and installing retractable bollards until firm decisions are made about office accommodation.

22/35/TMH – Access Road to Ware Cliff and Bowling Green Chalets

RESOLVED: to note the significant recent movement/subsidence in a length of the access road to the Ware Cliff and Bowling Green Chalets and authorise the town clerk, in consultation with the chairman of this committee, to approve and instruct any necessary remedial works as a matter of urgency, and to agree that the cost of any works be met from the operations budget and to note that this may result in an overspend on that budget at year end, the actual cost of the works to be separately identified and reported in due course.

22/36/TMH – Proposals by Western Power Distribution to reinforce (upgrade) the supply to the existing sub-station at Monmouth Beach

RESOLVED: to authorise the town clerk, in consultation with the chairman of this committee, to comment on and approve proposals by Western Power Distribution to reinforce (upgrade) the supply to the existing sub-station at Monmouth Beach in so far as they may affect town council-owned land or property.

22/37/TMH – Fleet Report and Vehicle Purchase

ORIGINAL MOTION: to purchase a new Isuzu D Max utility 4x4 with after-market tipping rear from Livery Dole in splash white.

The mayor, Cllr M. Ellis said she didn't agree with purchasing a new vehicle as this was significant unbudgeted expenditure. She felt the council should purchase a second-hand vehicle and to then consider purchasing an electric vehicle at a later date.

Cllr C. Aldridge said she understood there could be a longer wait for a second-hand vehicle than for a new vehicle so the council would incur extra costs while it waited.

The town clerk said the type of vehicle required was not that common but they were available second-hand for around £17k. He agreed the council should purchase second-hand, as this would be around half the price of a new one and would last until around 2030, at which point the council could consider an electric vehicle as the market would be more developed.

SUBSTANTIVE MOTION: Proposed by Cllr B. Larcombe and seconded by Cllr P. May, members **RESOLVED** to purchase a second-hand vehicle to replace the Mitsubishi L200.

Cllr B. Larcombe said the previous council administration asked for an investment management plan and he asked when members would see this.

The town clerk said the council didn't have an asset investment plan yet but he was aiming to get this in place by the end of the financial year.

RESOLVED: to purchase a New Holland T5 tractor with loader from Buglers, with the deposit to be paid in 2022-23.

22/38/TMH – Remote Controlled Mower

ORIGINAL MOTION: to purchase a Raymo Torpedo remote-controlled mower from the 2023-24 budget and that this item of expenditure is prioritised as a project within the setting of the 2023-24 budget.

As the Strategy and Finance Committee had recommended not to pursue this as a project and the resolution had been passed, this recommendation was not passed.

22/56/C Flu Vaccinations

Proposed by Cllr R. Doney and seconded by Cllr B. Larcombe, members **RESOLVED** to approve offering flu vaccinations to employees.

22/57/C Lister Room Marketing

The town clerk said the deadline for submitting proposals had passed and there were three active proposals. He said the panel of members delegated to consider the applications had had some discussions but the deputy town clerk wanted to get the room let as soon as possible; as such, he wanted the decision to appoint a tenant to be delegated to the panel, in conjunction with the town clerk.

Cllr B. Larcombe asked if there were any covenants that remained under the terms under which the room was originally built that prevented the council from letting it commercially. He asked if there was any public access requirements for the room.

The town clerk said there were restrictions put on the whole of the Marine Parade Shelters but the deputy town clerk had checked the requirements and believed the council was permitted to let the room commercially.

As the Lister Room would no longer be available for public use, Cllr B. Larcombe hoped the council would promote the use of the Langmoor Road to local groups for charitable use and also for educational use.

Cllr R. Smith said he hoped the panel was looking at the proposals not only from a financial point of view, but also in terms of community amenity and uses that promoted the life of the town.

The mayor, Cllr M. Ellis reassured members that all factors were being taken into account in considering the proposals.

Proposed by Cllr P. May and seconded by Cllr T. Webb, members **RESOLVED** to authorise the town clerk, in consultation with the members of the Lister Room member panel, which includes the chairman of council, to consider, select and appoint a tenant for the permanent occupation of the Lister Room.

22/58/C Use and Rent of Trailer Park and Accreted Land at Monmouth Beach

The town clerk said officers were waiting for more information from the harbourmaster so it wasn't appropriate to discuss the issue until all the information was available. He said officers would try to take a report to the Town Management and Highways Committee meeting on 9 November 2022.

22/59/C List of Payments

Proposed by Cllr T. Webb and seconded by Cllr G. Turner, members **RESOLVED** to approve the schedule of payments for September 2022 for the sum of £98,159.48.

The meeting closed at 8.28pm.