



John Wright
Town Clerk

Lyme Regis Town Council

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Notice is given of a meeting of **Lyme Regis Town Council** to be held at the **Guildhall, Bridge Street, Lyme Regis** on Wednesday 10 September 2025 commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
04.09.25

The open and transparent proceedings of Full Council and committee meetings will be audio recorded and recordings will be held for one year by the town council.

If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded.

If members of the public have any queries regarding audio recording of meetings, please contact the town clerk.

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.

Prayers

A prayer will be offered

AGENDA

1. Public Forum

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

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

2. Dorset Council Matters

To receive updates from the Dorset Council ward member

3. Questions from Councillors

4. Apologies for absence

To receive and record any apologies and reasons for absence

5. Disclosable Pecuniary Interests

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

6. Dispensations

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

7. To confirm the accuracy of the minutes of the Full Council meeting held on 06 August 2025

8. To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 18 August 2025

9. Matters arising from the minutes of the Full Council meeting held on 06 August 2025, and the extraordinary Full Council meeting held on 18 August 2025

To inform members of matters arising from the minutes of the Full Council meeting held on 06 August 2025, and the extraordinary Full Council meeting held on 18 August 2025 that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues in those minutes

10. Update Report

To update members on issues previously reported to this committee

11. Mayor's Announcements

12. Confidentiality

To allow members to receive a presentation from the town clerk on the importance of confidentiality.

13. Civic Protocol

To review civic protocol around civic events, the civic party and macebearers.

14. Dorset Local Plan and Transport Plan

To inform members about the current position with the production of a new Local Plan for the Dorset Council area and to suggest a dedicated member briefing session to consider this council's detailed response to it and the Local Transport Plan plus an extraordinary meeting of Full Council to formally agree that response and a time and date for both.

15. Devolution and asset and service transfers

To allow members to consider proposals in the Devolution and Community Empowerment Bill, Dorset Council's current position on devolution, Dorset Council's policy position on asset and service transfers and an outline approach from officers to Dorset Council on asset and service and transfer opportunities.

16. The Cobb

To brief members on the condition of The Cobb, Dorset Council's proposed emergency works which are scheduled to take place ahead of the 2025 Winter storm season, and the Phase 5 Lyme Regis Environmental Improvements' programme currently scheduled for delivery in Winter 2026 to Spring 2027.

17. Consultation on the Dorset National Landscape Management Plan

To allow members to consider the Dorset National Landscape Management Plan consultation, offer initial views and delegate a response to the town clerk in consultation with three members ahead of the consultation deadline of 22 September 2025.

18. LRTC branded clothing for members

To allow the council to consider the purchase of clothing for members bearing the LRTC logo and acronym and to allow the council to approve an unbudgeted sum of £1,500 from the 2025-26 budget for these purchases.

19. Grant Request – Little Green Change

To allow members to consider a £375 grant request from Little Green Change for its 2025 Children's Christmas Give and Take event in Lyme Regis.

20. First Winter Bus Timetable

To allow members an opportunity to make representations about an aspect of the First winter bus timetable which may adversely impact the local community.

21. Receipt and Acceptance of Tenders for the Gardens Paths Project

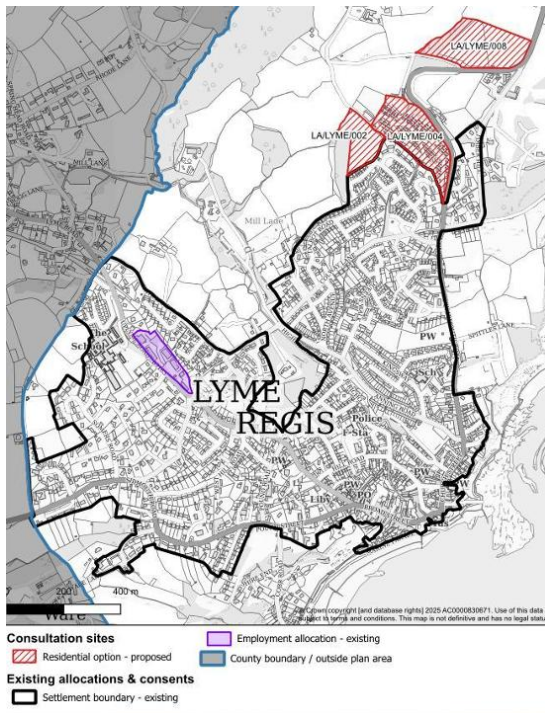
To allow members to consider the tenders received for the repair of paths within the seafront gardens and to select a contractor to undertake the works.

22. Exempt Business

To move 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 in view of the likely disclosure of confidential matters about information relating to an individual, and information 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.

- a) **Agenda item – Receipt and Acceptance of Tenders for the Gardens Paths Project**

The public consultation on the **Dorset Council [Local Plan](#) options** opened on 18 August, alongside the **[Dorset and BCP Councils' Local Transport Plan](#)** and **[Energising Dorset's Economy](#)**, which opened on 22 August and runs to 31 October.



Three sites outside the existing settlement boundary are shown as options for residential development with only the existing employment allocation at the Uplyme Business Park included.

The Local Plan will be Dorset Council's response to the Government's commitment to addressing the shortage of housing, to enable economic growth and deliver essential infrastructure to enable this growth.

I've undertaken four 'pop-up' sessions in Charmouth and Lyme since the public consultation opened on 18 August and have six more scheduled. I've also set up a Local Plan-Local Transport Plan exhibition in the Jubilee Pavilion until mid-October.

Remaining ‘Pop-up’ engagement sessions are listed below (Section 5):

Please contact us by email customerservices@dorsetcouncil.gov.uk or phone 01305 221000 if you need the survey in another format or would like to respond in a different way e.g. on paper. The library can help you go online or print a paper copy.

Dorset National Landscape Management Plan Consultation

Closes 22 Sep 2025

Dorset Council and its partners in the Dorset National Landscape Partnership have a statutory responsibility for reviewing and developing a 5-year management plan for the landscape. A new draft plan has been developed by the National Landscape team with input from a wide range of partners.

Details here: <https://dorset-nl.org.uk/resources/draft-management-plan-2026-31/>

Dorset Youth Voice on Citizen Space

The Youth Voice Team offer a range of activities and opportunities so that children and young people can choose to take part in a way that suits them.

Young people sharing their views has helped the co-creation of the Children Young People and Family Plan, the New Belongings Project with Care Leavers and Young Commissioners.

The Dorset Youth Council now attends Full Council to share current activities, views and aspirations.

[Youth voice - Dorset Council - Citizen Space](#)

[Dorset Youth Voice - Dorset Council](#)

2. Recent Dorset Council announcements

2.1. Household bin collection day change

From Monday 22 September, household bin collections in Lyme Regis and Charmouth will change from **Mondays to Wednesdays**.


Look out for the letter explaining the change:
[Look out for a letter about bin collection day changes in southwest Dorset - Dorset Council](#)
26 August

2.2. New LED Street Lighting

“Dorset Council is set to modernise its street lighting policy, making it more energy-efficient, environmentally friendly, and designed with local communities in mind.

This includes a proposal for 18,500 outdated streetlights to be replaced with energy-efficient LEDs - at no upfront cost to the public.

Recycling day



Your recycling collection is **fortnightly** on a **Thursday**.

[View, download and print your calendar](#)

Your next recycling collection day is **Thursday 4 September 2025**

IMPORTANT: Your recycling collection day is changing from Monday 22 September 2025. [View, download and print your new calendar](#)

Find out more: <https://www.dorsetcouncil.gov.uk/news/dorset-leads-the-way-with-greener-smarter-street-lighting-upgrade>

2.3. Play Matters - Building a brighter future for Dorset's children

Dorset Council will be working closely with residents and communities to produce a **Play Strategy**, aiming to make Dorset an even better place for children and young people to live, learn, and thrive.

We're asking families, children, and young people to share their views and ideas to help shape this strategy. Whether it's time in the park, sports with friends, or just hanging out, your experiences will guide a plan that works for real lives.

Through [our Children, Young People and Families Plan](#), Dorset Council wants every child to have safe spaces to play, welcoming communities, and the freedom to enjoy childhood. Play should be part of everyday life – at home, in parks, schools, and neighbourhoods.

We'd love to hear from you

- What does play, recreation, or free time mean for you and your family?
- What do you enjoy – and what would you like to do more often?
- What gets in the way of play?



Cllr. Clare Sutton, Dorset Council's Cabinet Member for Children's Services, Education, and Skills, said:

"Play is vital for children's happiness, health, and development. We want every child in Dorset to have the time, space, and opportunities to play.

This strategy will be shaped

by the voices of children, young people, and families – so please get involved and tell us what matters to you."

Please share your views by e-mailing play@dorsetcouncil.gov.uk - 29 August 2025

2.4. Residents invited to join new climate panel

Climate change is already impacting Dorset, bringing more frequent extreme weather, flooding, and coastal erosion.

To help shape our local response, we're working with public participation charity Involve to form a Citizens' Climate Panel. This panel will consist of 22 residents, selected by lottery to reflect Dorset's population.

Panel members will meet across 4 sessions this autumn to:

- hear from expert speakers
- join guided discussions
- help shape a shared vision for Dorset's future

Their ideas will help councillors and officers shape Dorset's new Climate Adaptation Strategy, guiding how we respond to climate impacts and build a fairer, more resilient county.

I've been invited to be part of the support group observing the Citizen's Panel.

3. Ward matters

3.1. Housing Needs survey for Lyme Regis

The [Lyme Regis Community Land Trust](#), the government's Rural Housing Enabler, Jacqui Cuff of Dorset Community Action and Dorset Council will undertake a Housing Needs survey for Lyme from **Friday 5 September to Monday 13 October**. Jacqui and Dorset Council will compile the results and report back to the local Steering Group, LRTC and the community.

Of the nearly 7,500 people on Dorset Council's Housing Register, there are 69 with a local connection to Lyme and a further 132 expressing an interest in moving here.

It is hoped that running the Housing Needs survey will raise awareness and understanding of housing in Lyme, clarify the need and the type of housing needed, stimulate discussions, encourage others to consider the Housing Register (e.g. over 55s) and provide valuable data and evidence for the public consultations.

Please share the details with your networks and encourage everyone with a family link to the town to complete the survey. Everyone's views are welcome!

The Housing Needs survey for Charmouth was undertaken in the spring so results from Lyme will complement their findings as well as the results from the previous Uplyme Housing Needs Survey.

3.2. Urgent repairs and the Cobb Phase 5 project

Matt Penny, Service Manager, Flood and Coastal Erosion Risk Management, Place, will attend the town council in person and the town clerk's report has any updates.

LRTC's representation on harbour matters is with member and officer places on the Harbour Users' Group which meets quarterly. The next meeting will be in November.

I try to attend Dorset Council's Harbours Advisory Committee and can ask questions so please let me know if you would like me to submit them (5 working days before).

The next meetings are **17 September** and **3 December**.

3.3. Current case work and other ward matters

Update from last report for Full Council on 6 August

Case work/ward matters as reported previously	Update	Next steps
Council tax, including on second homes; business rates and pavement licenses; disease control; bin collections; requests	Most individual cases resolved. Disease control ongoing.	Individual responses as required. DC intervention agreed.

AGENDA ITEM 2

on highways, transport, road safety and property matters.	<p>Highways requests perpetual – (further TRO requested for yellow lines at Town Mill?)</p> <p>Large volume bins for seafront being assessed.</p> <p>Property issues in DC as frustrating as ever, in spite of recent attempts to progress with senior contact in Estates.</p>	<p>Ongoing requests to CH team.</p> <p>Proposal expected.</p> <p>Renew requests with new set of contact points.</p>
<p>Progression of the long term 'Vision' for the town centre as submitted by LRTC to the Local Transport Plan by the Transport Planning team.</p> <p>A presentation/workshop to the town council has been offered but not yet taken up.</p>	<p>Exhibition panel on Lyme's Vision for 2030 in LTP4 added as part of Local Plan-Local Transport Plan is in the Jubilee Pavilion until mid-October.</p> <p>Town councillors not all informed about dates offered by DC Traffic Planning team to meet before the summer hols.</p>	<p>T&T Working Group to meet Traffic Planners in September?</p>
<p>Bus Stop Information System and replacement of faded/disappeared bus stop boxes.</p>	<p>Bus stop boxes all repainted.</p> <p>Real Time Information systems likely to be available very soon.</p>	<p>Refurbishment of DC bus shelter requested.</p> <p>Requests to be submitted for quotation per stop – residents are very keen.</p>
<p>Early Years provision and possible multi-generational activities at the Children's Centre in Kingsway.</p>	<p>Ongoing discussions between DC Children's Services, primary schools and child-minding community.</p>	<p>Ongoing – cross-collaboration between DC adult and children's services, West Local Alliance Group, Family Hub and local voluntary & community groups.</p>
<p>Audit of social, voluntary and charitable groups in the area providing social support, to identify any gaps in provision with Dorset Council and/or #Help& Kindness.</p>	<p>Ongoing work, including new community groups and support networks.</p>	<p>Awaiting outcomes of day opportunities public opportunities; suggest local opportunities – see above.</p>

AGENDA ITEM 2

Working with Dorset Council's co-ordinator to improve connections and idea-sharing between food security groups in West Dorset to build community resilience.	Ongoing work – liaising with Sustainable Food Place work at Dorset level and with Bridport Food Matters.	Potential for links with the NFU and Dorset CAN. Dorset COP on 1 November in Sturminster Newton is on food, farming and nature recovery. Join us!
Property and Assets ownership, maintenance responsibilities and asset transfer/licensing arrangements, alongside outstanding highways and other Place directorate matters are now being forwarded with a dedicated project manager.	Project Manager signposted me to several managers to action the list.	Specific request made for DC to lead collaborative effort to inspect and maintain the river walls from Jordan to the mouth – with LRTC, Town Mill and EA. Otherwise, I'll follow up with the contacts recommended now the holidays are over.
The Community Highways Manager and Officer met residents of Staples Terrace and the practice managers of the Lyme Regis Medical Centre with me and Cllr Aldridge on 29 July to discuss parking issues. Solutions will be sought through Magna and Dorset Council.	Highways team advise requesting Magna creates parking spaces in back gardens. Only way to have unassigned blue badge spaces there is to remove double yellow lines – TRO needed. No quick fix. Disabled space and dropped kerb request agreed by DC Estates for the Medical Centre.	Medical centre to progress to implementation with Dorset Council Estates team.
I convened a meeting to share surface water drainage mapping data between the River Lim Action drainage expert; Dorset Council's coastal protection engineer; Lyme's geotechnical expert and the town council on 16 July.	Follow-up has proved difficult due to the holiday period. Potential damage to the newly repaired drains at Holmbush car park reported 28 August due to motorbikes riding on the footpath and grass verge.	Requested South West Water contact senior DC managers Trying to get a DC-wide working group on surface water management, from planning, to highways drains, to community resilience to adapt to higher rainfall and increased flood risk.

There is now better joint understanding of how best to progress the unblocking and long-term solution for the buried drains under the man-made sandy beach.	<p>This will be on the agenda for the Bathing Water Quality Partnership Meeting on 12 Sept.</p> <p>Proposed solution still unclear.</p>	
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Case work and collaborative activities since last report

- Helping [West Bay Swimmers](#) with their application to DEFRA for East Beach
- Supporting Community Climate Action workshops with [The Great Collaboration](#) and setting up Crowdfunder page
- Liaising with World Heritage Site expert in Dorset Coast Forum for clarification on resilience/coastal protection guidance for [Future Coast Charmouth](#)
- Representing [DCAN](#) at Loders Fete and Gillingham and Shaftesbury Show
- Working cross-party on financial controls and surface water management
- Attending “The Food Chain” food and farming event organised by the NFU
- Meeting Sgt Mike Brown for updates on Neighbourhood Policing
- Attending member briefings and workshops
- Visiting the Alaska Wind Farm with DCAN, Dorset Council & community reps
- Meeting WATAG and Dorset Council on services and bus/train connectivity

4. Events & Activities September 2025



Mobile Police Station @ Lyme Regis (Marine Parade) : Thu 11 Sep 11:00

Our Mobile Police Station will be at:

🕒 Thu 11 Sep 2025 11:00 - 13:00

📍 Marine Parade
Lyme Regis
DT7 3JF

[///tickles.ranged.shepherdess](http://tickles.ranged.shepherdess)





Local Police Community Support Officers (PCSOs) will be available for you to:

- Speak face to face about any concerns in your community
- Report crimes or issues (in addition to using the 101-phone service or reporting online)
- Receive crime prevention advice

This is an opportunity to meet your local neighbourhood policing team and raise matters that are important to you. No appointment is needed - simply drop by.

- **Road Closure season**

List of road closures to follow. Most are short and don't all close the whole road.

- **Western & Southern Area Planning Committee** – 4 Sept
- **Launch of Housing Needs strategy**, delivery of Green Party Autumn News
- **Bathing Water Quality Partnership** meeting – 9 Sept
- **Dorset Council Local Plan Roadshows**

Bridport	10 Sept	Town Hall	2 – 7pm
Dorchester	11 Sept	Corn Exchange	2 – 7pm

- **Dorset Local Nature Partnership** – 10 Sept
- **Town and Village Greens** – mandatory training for S&T Planning - 11 Sept
- **MP Constituency office and DC councillor meetings** - 4 & 12 Sept
- **Uplyme Highways Forum** – 15 Sept
- **Carbon Literacy Trainers Month events** – each week
- **EAP Transformation** – 17 Sept
- **Councillor Climate and Nature Support Network** – 17 Sept

- **Housing Members Panel – Private landlords working group – 22 Sept**
- **Strategic & Technical Planning Committee – 23 Sept**
- **Western & Southern Area Planning Committee – 2 Oct**

5. Contact Dorset Council

Please contact me on **01305 216511** or cllrbelinda.bawden@dorsetcouncil.gov.uk if there are [Dorset Council](#) matters you'd like to discuss; you'd like to volunteer on transport and accessibility; children's services; climate, environmental or nature recovery projects; or learn more about being a councillor.

For Town and Parish Councillors and Clerks

This email address townandparishenquiries@dorsetcouncil.gov.uk and telephone number 01305 221046 was set up for the town and parish councillors and clerks.

For Members of the Public

The webpage [Contact us - Dorset Council](#) has all the details of how to contact Dorset Council, including email - customerservices@dorsetcouncil.gov.uk, online reporting and 'phoning [01305 221000](tel:01305221000).

Opening times are Monday to Friday, 8:30am to 5pm.

For out of hours emergencies call: [01305 221000](tel:01305221000)

'Pop-up' Local Plan sessions, combined with councillor surgeries

Sat 13 Sept: Charmouth Community Library, 10am-12pm

Jubilee Pavilion, Marine Parade, Lyme, 2pm-4pm

Wed 24 Sept: Charmouth Community Library, 2pm-4pm

Fri 26 Sept: Community Waffle House, Lyme, 10am-12pm

Sat 27 Sept: Charmouth Community Library, 10am-12pm

Jubilee Pavilion, Marine Parade, Lyme, 2pm-4pm

Councillor surgeries in Lyme Regis

Thursdays from 10am to 12pm at the Community Café at the Hub, Church St, DT7 3BS

24 Oct, 27 Nov, 18 Dec, 29 Jan 2026

Belinda Bawden

Dorset Council ward member for Lyme Regis and Charmouth
2 September 2025

LYME REGIS TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 6 AUGUST 2025

Present

Chairman: Cllr P. Evans

Councillors: Cllr C. Aldridge, Cllr G. Caddy, Cllr S. Cockerell, Cllr M. Denney, Cllr M. Ellis, Cllr N. Hampton-Rumbold, Cllr D. Holland, Cllr S. Larcombe, Cllr P. May, Cllr C. Reynolds, Cllr G. Stammers, Cllr G. Turner, Cllr A. Wood

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

Guests: Cllr B. Bawden (Dorset Council ward member), Rev Fi Budden, J. Cuff (rural housing enabler for Dorset)

The Rev Fi Budden gave a prayer.

25/27/C Public Forum

D. Hopper

D. Hopper said he and his business partner had an electric tuk tuk they would like to put to use. They would like to do shuttle runs between the seafront and car parks and wanted the council's thoughts on this.

25/28/C Dorset Council Matters

Members noted the report.

25/29/C Questions from Councillors

There were none.

25/30/C Apologies for Absence

There were none.

25/31/C Disclosable Pecuniary Interests

Cllr M. Ellis declared a pecuniary interest in planning application P/2025/02522 as it related to her place of work, and in minute number 25/13/TCP as her husband was a fire co-responder. She would leave the room if these items were discussed.

25/32/C Dispensations

There were none.

25/33/C To confirm the accuracy of the minutes of the Annual Meeting of the Council meeting held on 21 May 2025, adjourned to 28 May 2025

Proposed by Cllr P. May and seconded by Cllr G. Turner, the minutes of the Annual Meeting of the Council meeting held on 21 May 2025, adjourned to 28 May 2025 were **ADOPTED**.

25/34/C To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 18 June 2025

Proposed by Cllr M. Ellis and seconded by Cllr D. Holland, the minutes of the extraordinary Full Council meeting held on 18 June 2025 were **ADOPTED**.

25/35/C Matters arising from the minutes of Annual Meeting of the Council meeting held on 21 May 2025, adjourned to 28 May 2025 and the extraordinary Full Council meeting held on 18 June 2025

The town clerk clarified that all references to September in the update about the Annual Governance and Accountability Return should be June.

25/36/C Update Report

Members noted the report.

25/37/C Presentation – Jacqui Cuff, Rural Housing Enabling Officer

The mayor, Cllr P. Evans invited J. Cuff to give her presentation, in which she spoke of the upcoming housing needs survey for Lyme Regis and asked if the town council and members would support the process. She said the survey would open on 5 September 2025 and would run for six weeks. She asked if the council would help to promote the survey and encouraged members to contact her to share their views.

Members agreed the council should support the housing needs survey and help to promote it.

Cllr G. Stammers arrived at 7.41pm.

25/38/C Planning Committee

Proposed by Cllr G. Turner and seconded by Cllr P. May, it was **RESOLVED** to minutes of the meetings held on 3 June, 24 June and 15 July 2025, to note the committee's comments made on planning applications under the power delegated by Full Council, and to note the recommendations made under the chairman and vice-chairman's delegated authority following the cancellation of the meeting on 13 May 2025.

A member asked why the election of the chairman and vice-chairman did not take place at the first committee meeting of the council year on 3 June 2025.

It was explained that members wanted to give Cllr P. May the opportunity to continue as vice-chairman, but was not present at the meeting on 3 June 2025, so the election was postponed until the following meeting on 24 June 2025. However, the minutes of 3 June 2025 incorrectly stated Cllr P. May was present at the meeting so it was noted this would need to be amended at the next Planning Committee meeting.

25/39/C Environment Committee

Proposed by Cllr S. Cockerell and seconded by Cllr P. May, it was **RESOLVED** to receive the minutes of the meeting held on 16 July 2025, and adopt the recommendations, as follows:

25/10/ENV – River Lim Action Group Report

RESOLVED: that the town council facilitates a meeting between the Environment Agency, Town Mill, River Lim Action Group and Lyme Regis Town Council to discuss issues with the fish passage in the river.

25/13/ENV – Appointment of Members to the Net Carbon Zero Emissions Working Group

RESOLVED: that the working group to oversee the action plan to obtain net carbon zero emissions by 2030 is continued.

RESOLVED: that V. Elcoate and J. Breeze be invited to sit on the working group together with Cllr P. May and Cllr S. Cockerell.

25/16/ENV – EcoVend Reverse Vending Recycling Machines

RESOLVED: that an EcoVend machine is considered as part of the 2026-27 budget-setting process and instruct officers to undertake a feasibility study.

24/18/ENV – Draft Local Nature Recovery Strategy

RESOLVED: to delegate the response to Dorset Council's draft local nature recovery strategy to the town clerk in consultation with Cllr P. May and V. Elcoate.

25/40/C Human Resources Committee

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, it was **RESOLVED** to receive the minutes of the meeting held on 25 June 2025, and adopt the recommendations, as follows:

25/12/HR – Health and Safety Committee Membership

RESOLVED: to appoint Cllrs P. May and G. Stammers to the Health and Safety Committee.

25/13/HR – Health and Safety and Compliance Paperless System

RESOLVED: to approve the implementation of My-Compliance Management System to support the council's ongoing operations, compliance and health and safety responsibilities.

25/14/HR – Flexible Working Request

RESOLVED: to be open to the flexible working request from postholder 208 but to ask officers to have further discussions with the employee to try and reach a compromise that would allow the council to maintain service delivery and meet the employee's request for flexible working, with an update to be brought to the Full Council meeting on 6 August 2025.

25/41/C Strategy and Finance Committee

Proposed by Cllr P. May and seconded by Cllr C. Aldridge, it was **RESOLVED** to receive the minutes of the meeting held on 23 July 2025, and adopt the recommendations, as follows:

25/11/SF – The Annual Review of the Communications/PR Policy and Procedure

RESOLVED: to approve the amended Communications/PR Policy and Procedure.

25/12/SF – Information Policy

RESOLVED: to approve the Information Policy.

25/15/SF – Investments and Cash Holdings

RESOLVED: to note the cash position at the end of June 2025 and to close the NS&I Wilkinson's investment account.

25/16/SF – List of Payments

RESOLVED: to approve the schedule of payments in April, May and June 2025 for the sums of £246,191.87, £355,697.70 and £254,406.16, respectively.

25/42/C Tourism, Community and Publicity Committee

Proposed by Cllr P. Evans and seconded by Cllr M. Ellis, it was **RESOLVED** to receive the minutes of the meeting held on 9 July 2025, and adopt the recommendations, as follows:

25/12/TCP – Lyme Regis Post Office

ORIGINAL MOTION: to allow the Waffle House to divert £7,500 of the council's 2025-26 revenue grant allocated to part-fund a post office clerk to fund capital infrastructure works required for the provision of the post office.

ORIGINAL MOTION: that the council underwrites and, if necessary, fund further capital works up to £10,500 for the remaining post office infrastructure works, subject to satisfactory assessment of The Waffle House's financial viability by the finance manager and town clerk.

Cllr G. Stammers left the meeting at 7,47pm in line with her pecuniary interests.

AGENDA ITEM 7

The town clerk said he had been provided with details of the Waffle House's finances, as per the committee's instruction, and he would provide an update in exempt business.

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

25/13/TCP – Fire Co-responder Service

RESOLVED: that the council sends a letter to South Western Ambulance Service Trust to express concern about the phasing out of the Fire Co-Responder role.

25/14/TCP – The Dorset Local Business Awards

RESOLVED: to approve £400 of unbudgeted expenditure to become the premier sponsor of the Dorset Local Business Awards in Lyme Regis.

25/15/TCP – Further Enhancing Weddings at the Guildhall

RESOLVED: to put forward beach weddings forward as a possible objective for 2026-27.

25/16/TCP – Midsummer Party in the Park 2025 and Planning for 2026

RESOLVED: to delegate Cllrs G. Caddy, S. Larcombe and N. Hampton-Rumbold, the assistant town clerk and the communications officer to the working group to plan Party in the Park 2026.

25/17/TCP – Housing Allocation Policy Consultation

RESOLVED: to delegate the final online survey response to Dorset Council's draft Housing Allocation Policy to the town clerk in consultation with Cllr C. Reynolds, Cllr M. Ellis, and Cllr M. Denney.

25/18/TCP – Pleasure Boat, Vessel and Boatperson Licencing Policy

RESOLVED: to delegate the final online survey response to Dorset Council's Pleasure Boat, Vessel and Boatperson Licencing Policy to the town clerk in consultation with Cllr D. Holland and Cllr G. Caddy.

25/42/C Town Management and Highways Committee

Proposed by Cllr M. Ellis and seconded by Cllr G. Caddy, it was **RESOLVED** to receive the minutes of the meeting held on 2 July 2025, and adopt the recommendations, as follows:

25/11/TMH – Traffic and Travel Strategy Working Group membership

RESOLVED: to appoint Cllrs C. Aldridge, S. Cockerell, P. May, G. Caddy, M. Ellis and C. Reynolds to the Traffic and Travel Strategy Working Group.

25/12/TMH – Bridport Household Recycling Centre

RESOLVED: to write to Dorset Council to register Lyme Regis Town Council's objection to any future introduction of a booking system at Bridport Household Recycling Centre.

25/13/TMH – Café in the Gardens

RESOLVED: not to take forward the proposal for the provision of a council-run café facility serving the Lister and Langmoor Gardens.

25/15/TMH – Public Electric Barbecues on the Beach

RESOLVED: not to pursue the proposal to install fixed public-use barbecue units on Lyme Regis beach.

25/16/TMH – Seafront Signage

RESOLVED: to agree a review of town-wide signage, including the seafront, be considered as part of the 2026-27 budget-setting process.

25/17/TMH – Dorset and Somerset Air Ambulance Clothing Banks

RESOLVED: to agree in principle to the request from the Dorset and Somerset Air Ambulance Charity (DSAA) to place clothing donation banks on Lyme Regis Town Council land, subject to agreeing the specific locations at Anning Road Playing Field and Woodmead car park, but to review the situation if no suitable locations can be found.

25/18/TMH – Use of the Former Lister Room (now Terrace Café) – Outside Seating and Licensing Requests

RESOLVED: that authority is delegated to the town clerk in consultation with the chairmen and vice-chairmen of the Town Management and Highways and Planning Committees to consider the Terrace Café's requests for a covering over the outside seating area and to sell a limited range of alcohol, on condition that if a unanimous position cannot be agreed, the matter be brought back to members for further consideration, and with the restriction that alcohol cannot be consumed off the premises.

25/21/TMH – Charity Collections on Council-Owned Land

RESOLVED: to maintain the current policy and restrict charity collections to the Marine Parade Shelters, other than when collections take place as part of a major event.

25/43/C Appointments to Council Committees

Proposed by Cllr M. Ellis and seconded by Cllr C. Aldridge, members **RESOLVED** to appoint Cllr Graham Turner to the Tourism, Community and Publicity and Town Management and Highways Committees.

25/44/C Gardens' Working Group

Members discussed whether the working group was still required, with a suggestion its work be incorporated into the Town Management and Highways Committee.

However, it was noted the working group was set up to allow it to have an oversight of issues in the gardens which affected several of the committees. The working group itself had agreed meetings should be held only twice a year and it was suggested the group continued on this basis.

Proposed by Cllr P. May and seconded by Cllr C. Aldridge, members **RESOLVED** to approve the continuation of the Gardens' Working Group.

Proposed by Cllr G. Stammers and seconded by Cllr A. Wood, members **RESOLVED** to appoint Cllrs C. Aldridge, N. Hampton-Rumbold, P. May, P. Evans, M. Ellis and C. Reynolds to the Gardens' Working Group.

25/45/C The Annual Review of the Complaints' Policy and Procedure

A member asked what the formal complaint was about. It was agreed more details would be provided in exempt business.

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

Proposed by Cllr M. Ellis and seconded by Cllr S. Larcombe, members **RESOLVED** to approve the complaints' policy and procedure and note the volume and nature of complaints received since May 2024.

25/46/C Location(s) for Council Meetings

Members considered whether to hold council meetings in the meeting room at the new council offices or to continue having meetings at the Guildhall.

Members acknowledged that the new meeting room was more comfortable, better for public participation and had better acoustics so people could hear proceedings. However, it was acknowledged that the Guildhall provided a level of formality and tradition for Full Council meetings and it was suggested committee meetings were held in the new meeting room and Full Council meetings were held at the Guildhall.

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There was concern the new meeting room was smaller and wouldn't be able to accommodate large numbers of the public on the occasions there was a big audience. It was suggested a meeting could be moved from the new meeting room to the Guildhall if the council became aware of a large attendance, but the town clerk said this would not be possible as the council was required to advertise the location of a meeting three clear days in advance.

The town clerk said the new meeting room could accommodate around 20 people seated and there would be room for people to stand, although the public would be very close to the members.

It was proposed by Cllr P. May that all future council meetings are held in the meeting room at the new council offices, including Full Council.

This motion was not seconded.

Proposed by Cllr M. Ellis and seconded by Cllr S. Larcombe, members **RESOLVED** that all council meetings except Full Council are held in the meeting room at the new council offices and Full Council meetings will continue to be held in the Guildhall.

25/47/C

SW Councils – What Next?

The town clerk asked members to decide where to take this project next as he didn't think there was anything more officers could do and he sensed there was no appetite among members to take it forward.

Some members were concerned about abandoning the project because of the amount of time and money already invested in it and felt the issues between members were still present and required them to move forward as a collective group.

There was also concern about the impact it would have on staff to know members were unwilling to pursue the project.

The town clerk said it would have a bigger impact on the council as a collective body. Although he had seen an improvement in behaviour in recent months, he asked how members would resolve issues in future. He was also concerned about how abandoning the project would look to the public and said members would have to justify the decision both individually and collectively.

It was pointed out that when the council initially agreed to engage South West Councils, half of the members were not on the council and therefore had not voted for it. Several members who had joined since said their feeling was there were no major problems and the perception in the town that members were constantly arguing was not accurate.

Although money had already been spent on the project, several members felt it would be best to save the rest of the money earmarked for the project.

It was suggested members would benefit from training on how to react to and deal with poor behaviour when it happened, as it often escalated very quickly. Although it was the responsibility of chairmen to stop the behaviour, this didn't always happen so it was felt other members should know how to do this.

Although some members felt the project should be pursued, it was acknowledged there was no point if some members were not willing as it needed to involve the entire membership.

The town clerk said there were some issues which had still not been addressed, including there being no mechanism for resolving conflict internally or identifying the council's values and purpose. He said the council had undertaken to do a governance review, involving the committee chairmen, and suggested some of these issues could be picked up as part of that review.

It was suggested vice-chairmen should also be involved in the review.

Members agreed they were committed to making things work between them but the current project was no longer feasible.

Proposed by Cllr M. Denney and seconded by Cllr A. Wood, members **RESOLVED** that the process so far with organisational development work had been beneficial but the council should save a significant amount of ratepayers' money and no longer pursue the project with South West Councils so it can be spent on something more beneficial, and to refer any outstanding issues to the previously agreed governance review to take forward, to also include vice-chairmen of committees.

25/48/C Red Arrows' Display

Proposed by Cllr P. May and seconded by Cllr N. Hampton-Rumbold, members **RESOLVED** to approve an application to bring The Red Arrows to Lyme Regis and approve underwriting the project up to a sum of £10,000 from the 2026-27 budget.

25/49/C Woodroffe School Proposal

Some members were concerned about the level of the council's involvement in this project as it would increase the workload for staff and require the council to employ more staff.

Some members were also concerned about the viability of the project and the impact and reputational damage to the council if the facilities were suddenly closed to the public, as they had been in the past.

There was concern about how the member of staff would manage all the facilities at once and the level of training required, such as first aid and use of exercise equipment and machinery.

The town clerk said the school's contribution was to provide the assets and the council's contribution would be to pay for someone to manage the facilities. An online booking system would be required but this wouldn't take much management. He said the £30k contribution was an estimate and a more detailed proposal would be required, if members agreed it should be further developed.

Proposed by Cllr M. Denney and seconded by Cllr C. Reynolds, members **RESOLVED** that the council sees merit in the The Woodroffe School's proposal to open its facilities to the public in the evening, weekend and school holidays in partnership with the council and to

instruct officers to undertake the necessary investigation to bring a more detailed proposal to members.

25/50/C Dorset Local Plan

Members noted the report.

25/51/C Cadet Hut and Site

It was noted there was the potential to work with South West Water to determine the future use of the site but more details would be provided at the Full Council meeting on 10 September 2025 about South West Water's plans.

25/52/C Flexible Working Request

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

25/53/C Exempt Business

a) Flexible Working Request

Proposed by Cllr C. Aldridge and seconded by Cllr C. Reynolds, members **RESOLVED** to approve the flexible working request from postholder 2028 and the revised rota and hours, following further consultation with postholder 208, in line with the 'mindful to decision' position adopted by the Human Resources Committee.

b) The Annual Review of the Complaints' Policy and Procedure

The assistant town clerk provided more details about the one official complaint received by the council within the last year.

c) 25/12/TCP – Lyme Regis Post Office

Cllr G. Stammers left the meeting at 9pm in line with her pecuniary interests.

The town clerk gave his assessment of the Waffle House's financial situation.

Members were concerned about the risk to the council in investing further funding in the post office but were mindful that the town was in need of the service. There was a suggestion the council defers a decision until the financial situation was more stable.

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However, the town clerk said the Waffle House was intending to start work on the post office counter in August, to be ready to open in September; delaying a decision would mean it would not go ahead according to this schedule and there was a risk it wouldn't go ahead at all.

The town clerk suggested he met with the Waffle House directors to discuss the issue in more detail, along with the finance manager, mayor and chairman of the Strategy and Finance Committee, and responsibility is delegated to him to make a final decision.

It was suggested an extraordinary meeting could be called so the final decision was not left to the town clerk.

Proposed by Cllr M. Ellis and seconded by Cllr M. Denney, members **RESOLVED** that the town clerk, the mayor and chairman of the Strategy and Finance Committee have a meeting with The Waffle House to get more details about the post office project and, if necessary, to have an emergency meeting of the Full Council to make a decision before the end of August.

The meeting closed at 9.19pm.

DRAFT

LYME REGIS TOWN COUNCIL

MINUTES OF THE EXTRAORDINARY FULL COUNCIL MEETING HELD ON WEDNESDAY 18 AUGUST 2025

Present

Chairman: Cllr P. Evans

Councillors: Cllr C. Aldridge, Cllr G. Caddy, Cllr S. Cockerell, Cllr M. Denney, Cllr M. Ellis, Cllr N. Hampton-Rumbold, Cllr D. Holland, Cllr S. Larcombe, Cllr P. May, Cllr C. Reynolds, Cllr G. Stammers, Cllr A. Wood

Officers: J. Wright (town clerk)

Guests: Sophie McLachlan, Waffle House

25/54/C Public Forum

Nigel Ball said he was concerned about the use of a mace in the carnival procession, he thanked the carnival committee for organising the event, and he welcomed the town bus's participation in the procession.

Nigel Ball thought the chairman of the Strategy and Finance Committee should have been present at earlier financial discussions with The Waffle House and questioned whether public money should be used to fund the post office project

25/55/C Apologies for Absence

Cllr G. Turner.

25/56/C Disposable Pecuniary Interests

Ahead of the meeting Cllr G. Stammers declared a pecuniary interest in the Grant Funding for The Waffle House report. Cllr G Stammers removed herself from the meeting for the discussion and vote on this matter.

25/57/C Dispensations

There were none

25/58/C Grant Funding for the Waffle House

Proposed by Cllr M. Ellis and seconded by Cllr A Wood, 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. Members of the public were invited to wait in the mayor's parlour so they could return to the meeting to be informed of the council's decision.

25/59/C Exempt Business

25/60/C Grant Funding for the Waffle House

The town clerk gave a presentation which covered the withdrawal of 'set-up' funding from the Post Office, the decline in revenue at the Axminster Waffle House, the company's recovery plan, the improvement in the Lyme Regis Waffle House's current financial performance, the 2025-26 financial forecast for the Waffle House's operations in Axminster and Lyme Regis, including an explanation of the financial ratio EBITA which was used in the forecast, the Waffle House's tax and hire purchase liabilities, its lease arrangements for its premises in Lyme Regis, its staffing arrangements, and proposed changes to its company status.

The town clerk pointed out that new businesses were often subject to early financial losses, councils often step-in as funders of 'last resort', the post office project has popular support in the town, and if the council didn't provide the capital funding for the post office project, then it probably wouldn't go ahead.

At 7.32pm, Cllr G. Stammers arrived at the meeting and left immediately in line with her previously declared pecuniary interest.

Sophie McLachlan gave a presentation which detailed the Waffle House's mission, its year one plan and operational details including, the location of the post office counter within the building.

Members considered the presentations and the financial risks posed by a grant award of £10,500.

Proposed by Cllr P. May and Seconded by Cllr Neil Hampton-Rumbold, members **RESOLVED** to approve a capital grant of £10,500 to the Waffle House to provide a post office counter. In making their decision, members acknowledged the financial risks this project posed but considered that, on balance, these concerns were mitigated by the Waffle House's action plans and the need for the re-introduction of a post office in the town.

At 8.06pm, Cllr G Stammers returned to the meeting.

The meeting closed at 8.08pm

Full Council

Date: 10 September 2025

Title

Matters arising from the minutes of the Full Council meeting held on 6 August 2025 and the extraordinary Full Council meeting held on 18 August 2025.

Purpose of Report

To inform members of the matters arising from the minutes of the Full Council meeting held on 6 August 2025 and the extraordinary Full Council meeting held on 18 August 2025 that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues in those minutes.

Recommendation

Members note the report and raise any issues on the minutes of the meeting that they require further information on.

Report

25/44/C - Gardens' Working Group

The gardens' working group met 3 September 2025. The minutes will be presented to the Full Council on 29 October 2025.

25/47/C – SW Councils – What Next?

SW Councils has been notified of the council's decision to terminate their contract.

25/48/C – The Red Arrows Display

The application to bring the Red Arrows to Lyme Regis in 2026 was submitted on 3 September 2025.

25/51/C – Cadet Hut and Site

As reported at the meeting on 6 August, a detailed report will be taken to Town Management and Highways committee on 24 September. However, it was also reported on 6 August:

'In the meantime, South West Water (SWW) announced on 28 July 2025 major works in Lyme to separate surface and foul water drainage and to improve storage and attenuation facilities; all with a view to improving water quality and reducing foul discharges. This may include attenuation tanks in the vicinity of Gosling Bridge and Jericho, and it is possible the council's land could play some role in helping to deliver these facilities.'

It had been anticipated bringing a more detailed report to this committee about the planned SWW works. However, it would now appear their published programme, which indicated work

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commencing this month, was somewhat premature and an updated programme of works is awaited. When received, this will be shared as part of a more detailed report.

N.B. Just as this agenda was being finalised, SWW issued a press release about the works and updated information and the indicative programme is here: [Lyme Regis | Project & Investments | South West Water](#)

Officers will continue to liaise with SWW about implementation, including the use of any LRTC-owned land, and a more detailed report will be taken to the appropriate committee in due course.

25/53/C – Flexible Working Request

Postholder 208 has been informed his flexible working request has been approved.

25/60/C – Grant Funding for the Waffle House

The Waffle House has been informed of the Council's decision to approve grant funding of £10,500 for capital works.

Committee: Full Council

Date: 10 September 2025

Title: Update Report

Purpose of Report

To update members on issues previously reported to this committee

Recommendation

Members note the report

Report

New Office Project

This project is now complete and the official opening took place on 15 July.

The outstanding minor works, including the fitting of UV film to some external windows to reduce glare and heat gain has been completed as has the repainting of external walls around the entrance area.

The final cost of the building works is approximately £163k and the overall cost of the project £198k, including all fees and other 'non-building' costs such as the new on-site safe, the meeting room-related IT, and new furniture.

The building has maintained a very pleasant working environment during the summer period and the general staff reaction to the move has been extremely positive.

Disposal of former council offices

As previously reported, the marketing of the council's former office building is being handled by Alder King. Alder King have been chosen because of their local knowledge and regional/national 'reach'. There is an expectation that interest will come from beyond just the local area.

Marketing particulars are being finalised, and best and final offers will be invited in time for any offers to be considered at the 29 October meeting of Full Council.

Various criteria may be applied in determining 'best value' when making any choice of purchaser. Particular emphasis is likely to be given to lack of conditionality, given some of the potential issues involved, such as planning permission for change of use or for any alterations to the building and its curtilage.

As previously reported, it is already generally known that the building is 'for sale' and advanced interest has been shown by several parties. If members are approached directly by any interested parties, please refer them to the deputy town clerk in the first instance who, in turn, will relay any relevant information to Alder King

Mayor's Announcements for August 2025

Friday 1 August 2025	Accompanied by the Mayoress, started the Lifeboat Week Duck Race
Saturday 2 August 2025	Accompanied by the Mayoress, led the Carnival Torchlight Procession.
Thursday 7 August 2025	Accompanied by the Mayoress, started the Carnival Duck Race
Saturday 9 August 2025	Accompanied by the Mayoress, led the Carnival Procession.
Thursday 14 August 2025	Accompanied by the Mayoress, presented a bouquet to Jeanne Allen, a resident of Portland Court who was celebrating her 105th birthday.
Friday 15 August 2025	Accompanied by the Mayoress, attended the Drumhead ceremony to commemorate VJ Day.
Saturday 16 August 2025	Accompanied by the Mayoress, attended the opening of the National Firefly Championships hosted by Lyme Regis Sailing Club.
Wednesday, 20 August 2025	Attended a cream tea at Uplyme Village Hall, organised by the Welcome Café.
Thursday 21 August 2025	LRTC Civic Day
Friday, 22 August 2025	Accompanied by the Mayoress, attended the prize giving at the National Firefly Championships.
Sunday 24 August 2025	Candles on the Cobb
Tuesday, 26 August 2025	Accompanied by the Mayoress, attended the last summer concert on the Marine Parade by Lyme Regis Town Band.

Full Council

Date: 10 September 2025

Title: Confidentiality

Purpose of Report

To allow members to receive a presentation from the town clerk on the importance of confidentiality

Recommendation

Members note the town clerk's presentation

Background

1. On 31 January 2022, a data breach occurred. The issue resulted in the council referring itself to the Information Commissioner's Office (ICO).
2. On 6 April 2022, the Full Council were informed of the ICO's findings. One of the findings was that 'Reminders should be issued to staff on a regular basis of the importance of data protection, their responsibilities, and the correct processes to follow. This could be done through email updates, bulletins on an internal site, or during staff meetings.'
3. The discussion that took place at the Full Council included the need to keep members alert to confidentiality requirements.

Presentation

4. The town clerk will give a short presentation on the importance of confidentiality. This presentation will be given to staff at a briefing on 5 November 2025.

John Wright
Town clerk
September 2025

Full Council

Date: 10 September 2025

Title: Civic Protocol

Purpose of Report

To review civic protocol around civic events, the civic party and macebearers

Recommendation

Members note the report

Background

1. A significant amount of what we do as a council is governed by civic protocol; some of it is enshrined in law, some of it is included in standing orders and some of it has come about through convention.
2. To large extent, much of Lyme Regis' civic protocol is accepted and unchallenged, sometimes to the extent that it's acted upon without reference back to any protocol. Examples include the status of the mayor, election arrangements for the mayor, the mayoral allowance and the extent of the mayor's duties.
3. What this report seeks to clarify is the protocol around civic events, the civic party, and macebearers¹.

Report

4. Civic events are headed and hosted by the mayor; they include the Remembrance Day ceremony, mayor-making, Somers Day and civic night.
5. Civic events require a civic party; the minimum composition of the civic party is the mayor, two macebearers and the town clerk.
6. At these events, the mayor carries a short mace and wears ceremonial robes and mayoral chains, the macebearers carry maces, wear dark suits and their uniform of a cape, hat and white cloves, and the town clerk is robed.
7. The civic party can be enlarged to include the mayoress or consort, the deputy mayor and their consort and the mayor's chaplain. At such events, chains of office must also be worn by the mayoress or consort and the deputy mayor and their consort.
8. At the mayor's discretion, other dignitaries can be added to the civic party, e.g., the Lord Lieutenant, High Sheriff, a member of parliament.

¹ The Serjeant-at-Mace is appointed by the mayor. This appointment is usually from the existing pool of macebearers. Macebearers are periodically advertised for.

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9. If the civic party is part of a procession, the mayor will be preceded and flanked by two macebearers; the senior of the macebearers holds the title of serjeant-at-mace. The ceremonial role of the macebearers is to escort and protect the mayor.
10. The procession will normally be led by the town crier² who wears traditional livery and carries a staff.
11. If the civic party is greeting guests, the macebearers stand either side of the civic party. Depending on the event, the guests may or may not be announced by the town crier.
12. Guests are greeted by the civic party in the following order: the mayor and mayoress/consort, the mayor/deputy mayor and consort, and by the town clerk.
13. Any deviation from this guidance must be considered and agreed by the mayor, serjeant-at-mace, town crier and town clerk.

John Wright
Town clerk
September 2025

² The town crier operates to a job description and is appointed by the council.

Committee: Full Council

Date: 10 September 2025

Title: Dorset Local Plan and Transport Plan

Purpose of the Report

To inform members about the current position with the production of a new Local Plan for the Dorset Council area and to suggest a dedicated member briefing session to consider this council's detailed response to it and the Local Transport Plan plus an extraordinary meeting of Full Council to formally agree that response and a time and date for both.

Recommendation

Members note the current position with the production of a new Local Plan for the Dorset Council area, agree a dedicated member briefing session to consider this council's detailed response to it and the Local Transport Plan, together with an extraordinary meeting of Full Council to formally agree that response and a date and time for both.

Background

1. Dorset Council had identified the need to produce a new Local Plan covering the whole of its area immediately it came into being in April 2019. It was noted that many of the 'old' district Local Plans were already dated, some as old as 2002. This left the area potentially vulnerable to speculative development in unallocated locations. For a variety of reasons, initial work to produce a new Plan was delayed, but is now moving ahead towards an anticipated adoption date in 2027.
2. At a presentation to town and parish councils in Dorchester on 14 July, officers from Dorset Council explained the current context for the Plan, and the next stages in its production. It was noted the current government had increased the housing target for the Dorset Council area from around 1800 dwellings per year to almost 3300, a massive increase and one which would be extremely challenging to meet. Nonetheless, Dorset Council was required to produce a Plan to meet this target if it were to be found 'sound' at the final examination by a government-appointed inspector.
3. It was noted the next stage of the process would be a public consultation about the options for delivery of the Plan, including site options. Town and parish councils would receive this consultation in mid-August and have until mid-October to respond.
4. It was explained in a report to the last meeting of Full Council on 6 August that the implications for Lyme Regis were unknown at that stage but, given the challenge of finding sites suitable to accommodate such a large number of dwellings each year, it was likely sites in Lyme would be identified to contribute towards the target. It was known a number of local sites had been assessed and it was noted the local options could, potentially, include at least one site in which the town council had an ownership interest.
5. The intention was to bring a report to this meeting of Full Council, by which time the options for Lyme would be known.

Report

6. The Options Report has now been published and, as anticipated, the deadline for comment is 13 October 2025.
7. Also as anticipated, the options for potential housing sites include a site (Strawberry Fields) in which the town council has an ownership interest.
8. The Plan is a huge suit of linked and supporting documents running to about 2000 pages in total and covering a wide range of topics, not just housing delivery. Other topics include transport, employment, retail, environment and energy, for instance.
9. In addition to the Local Plan consultation, Dorset Council is also consulting on its linked Local Transport Plan.
10. Given the general scope of the Local Plan and the specific ownership issues affecting the town council, it is suggested a dedicated briefing session be arranged for members to consider this council's detailed response to it and the Local Transport Plan, together with an extraordinary meeting of Full Council to formally agree that response. Supporting information will be circulated in advance of any session, including a copy of the town council's last response to a local plan consultation and suggestions for comment on this occasion.
11. The consultation is open to all interested parties and members of the public, and Dorset Council has arranged various 'drop in' sessions at locations around the Dorset Council area. Unfortunately, the nearest to Lyme is a session in Bridport on 10m September. The full list of events is reproduced below:

Ferndown	Village Hall	Tuesday 2 September	2pm to 7pm
Blandford	Royal British Legion Club	Thursday 4 September	2pm to 7pm
Bridport	Town Hall	Wednesday 10 September	2pm to 7pm
Dorchester	Corn Exchange	Thursday 11 September	2pm to 7pm
Weymouth	Library	Friday 12 September	10am to 5pm
Shaftesbury	Town Hall	Tuesday 16 September	2pm to 6pm
Lytchett Matravers	Village Hall	Wednesday 17 September	2pm to 6pm
Verwood	Memorial Hall	Monday 22 September	2pm to 6pm
Crossways	Village Hall	Tuesday 23 September	2pm to 7pm
Gillingham	Town Hall	Thursday 25 September	2pm to 7pm
Swanage	Emmanuel Baptist Church	Tuesday 30 September	2pm to 6pm
Upton	Upton Town Council offices	Tuesday 30 September	1pm to 5pm
Wimborne	Allendale Centre	Wednesday 1 October	1:30pm to 5:30pm
Sherborne	Digby Hall	Tuesday 7 October	2pm to 7pm

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12. In addition to the Dorset council-organised events, the ward member has arranged a series of local 'drop in' sessions (linked to local surgeries), open to everyone. Those events are taking place at the following locations, dates and times:

Sat 13 Sept: Charmouth Community Library, 10am-12pm &
Jubilee Pavilion, Marine Parade, Lyme, 2pm-4pm

Wed 24 Sept: Charmouth Community Library, 2pm-4pm

Fri 26 Sept: Community Waffle House, Lyme, 10am-12pm

Sat 27 Sept: Charmouth Community Library, 10am-12pm &
Jubilee Pavilion, Marine Parade, Lyme, 2pm-4pm

Mark Green
Deputy town clerk
September 20

Full Council

Date: 10 September 2025

Title: Devolution and asset and service transfers

Purpose of Report

To allow members to consider proposals in the Devolution and Community Empowerment Bill, Dorset Council's current position on devolution, Dorset Council's policy position on asset and service transfers and an outline approach from officers to Dorset Council on asset and service transfer opportunities

Recommendation

Members consider the report and indicate to officers the council's appetite for asset and service transfers

Background

The English Devolution and Community Empowerment Bill, Dorset Council's devolution ambitions, Dorset Council's policy position on area committees and asset and service transfers, and the asset and service transfer ambitions of the town council are brought together in this paper because there is a thread running through these activities.

The thread isn't direct or consistent but directly and indirectly legislation and Dorset Council's policy decisions inform the future of local government and its governance arrangements, and this includes us.

A Short History of Recent Devolution in the UK

Devolution can be traced back the late-1990s and the public votes on national devolution for Scotland, Wales and Northern Ireland in 1997 and 1998 and the subsequent creation of three elected institutions: the Scottish Parliament, the National Assembly of Wales (now called the Senedd) and the Northern Ireland Assembly.

Over the past 20 years, more powers have been given to local and regional mayors in areas like transport and housing.

The Mayor of London was the first role of this kind, created alongside the London Assembly, after a referendum in 1998.

There are now other directly-elected mayors across England, with varying powers:

- 13 local authority mayors, who typically have the same powers as local authorities, which have a council leader instead of a mayor
- 12 metro mayors, who can set out plans to boost their local economy and have some powers over housing and transport. The metro mayors cover almost half of England's population and more than

half of the country's economic output. Four further mayoral deals and three non-mayoral deals have been agreed with the current government.

Following the publication of the English Devolution White Paper, in December 2024, the Minister for State for Local Government and English Devolution wrote to all councils and neighbouring small unitary authorities to set out plans for a joint programme of devolution and local government reorganisation.

The Devolution Priority Programme (DPP) was established for areas who wished to move towards devolution at pace to pursue establishment of a Mayoral Strategic Authority.

The English Devolution and Community Empowerment Bill

The English Devolution White Paper has morphed into the English Devolution and Community Empowerment Bill which was announced on 25 July 2025; it receives its second reading in the House of Commons on 2 September 2025.

Provisions in the Bill include:

- creating the new category of Strategic Authority to make it quicker and easier for the government to devolve powers to local leaders in future, alongside the ambition to fill the map with strategic authorities.
- giving mayors of strategic authorities wide ranging new competencies and the ability to take on new powers and functions over time, establishing in law a defined set of areas where mayors have the competency to act, such as on transport, local infrastructure, housing and strategic planning, skills and employment support, economic development and regeneration and the environment, climate change, health and wellbeing, reform of public services and public safety.
- extending the general power of competence to mayors and mayoral strategic authorities.
- establishing a new ambitious devolution framework so that a standard set of functions is conferred on strategic authorities. The Planning and Infrastructure Bill, which is currently making its way through Parliament, also contains powers for strategic planning, and sits alongside this bill.
- alignment of public service boundaries to support public service reform.
- reverting the voting system for mayors and Police and Crime Commissioners to the supplementary vote from the first past the post system.
- delivering on the fit, legal and decent commitment to local government and manifesto commitment to overhaul the audit system, bringing all audit functions under a single organisation, the Local Audit Office (LAO), which will set assurance and audit regimes which are proportionate and risk-based. In the short term, the LAO would not appoint auditors for smaller authorities.

AGENDA ITEM 15

- lifting the smaller authority threshold from £6.5 million to £15 million to improve the proportionality of the way the audit is currently done.
- ensuring the government has the appropriate tools to enable the delivery of local government reorganisation by streamlining the interactions between reorganisation and devolution.
- streamline local authority governance functions, including by requiring all councils which operate the committee system to transition to the leader and cabinet model, and preventing the establishment of any new council-based mayoralities.
- Strengthening the voice of communities by introducing a duty on local authorities to make appropriate arrangements for effective governance of any neighbourhood area, providing the secretary of state with the power, by way of regulations, to define a neighbourhood area and to specify the parameters of what arrangements will be appropriate to meet the duty.
- Supporting High Street businesses with a new ban on upwards only rent reviews.
- Empowering communities to play a much stronger role in local decision making through a new right to buy for community assets, including special protections for local sporting assets, recognising that community spaces have such a significant role to play in developing social networks and encouraging community participation and in promoting civic pride.

The Bill establishes the concept of a Strategic Authority in Law. It defines a Strategic Authority as either:

Foundation Strategic Authorities which include single council devolution deals, and all non-mayoral Combined Authorities and Combined County Authorities

Mayoral Strategic Authorities which include all mayoral Combined Authorities and Combined County Councils³

Established Mayoral Strategic Authorities, including the Greater London Authority
Devolution and Dorset Council

In late-November 2024, Dorset, Somerset, and Wiltshire Councils submitted an Expression of Interest to central government to be included in the first tranche of devolution deals known as the Devolution Priority Programme. The combined authority submission was named Heart of Wessex. The three councils were subsequently joined by Bournemouth, Christchurch and Poole Council and became known as Wessex.

³ A combined authority (CA) is a legal body set up using national legislation that enables a group of two or more councils to collaborate and take collective decisions across council boundaries. A combined authority (CCA) is formed between two or more county councils and possibly unitary authorities

It is far more robust than an informal partnership or even a joint committee. The creation of a CA means that member councils can be more ambitious in their joint working and take advantage of powers and resources devolved to them from national government. While established by Parliament, CAs and CCAs are locally owned and have to be initiated and supported by the local councils involved.

Devolution deals and combined authorities do not change the make-up of their constituent parts, i.e., Dorset Council would remain a legal entity, but they do require an elected mayor.

The rationale for a combined authority, also known as a Mayoral Strategic Authority, includes the handing down of powers from central government, the prospect of better regional funding deals, the opportunity to develop long-term investment plans for critical infrastructure projects, and the attraction of additional private sector investment.

In early-February 2025, the government announced that Wessex had not been included within the Devolution Priority Programme.

Wessex has signalled its intent to submit bids for subsequent rounds of devolution.

Dorset Council's policy position on asset and service transfers

Dorset council's position on asset and service transfers is much more positive than it has been since its formation in 2019 and there's good reason to believe there is the prospect of transfers in the near future. This view supported by:

- Dorset Council has established a process for the transfer of individual assets
- in August 2024, a meeting with Dorset Council's leader Cllr Nick Ireland encouraged the concept of assets and service transfers. This view has been reiterated by Nick Ireland
- Dorset Council's council plan⁴ includes a section headed, 'review how we could work more closely with town and parish councils.' It refers to: 'A more joined-up and coherent model of place-based working, building on existing arrangements, developing strong relationships locally, and using existing assets in communities, such as libraries and family hubs. This will be built into the council's new target operating model (this sets out how the council will introduce new ways of working with residents and communities).'
- two recent meetings with Dorset Council officers have positively embraced the concept of asset and service transfer.

A Fresh Start and the involvement of DAPTC

An academic study by Sansom and Morris entitled Future Directions for Dorset's Towns and Parishes - A Fresh Start, concluded in late-2024. The study promoted the concept of asset and service devolution.

On 11 and 12 November 2024, town and parish councils met to consider the report; the report had been commissioned, in part, by DAPTC.

On 15 May 2025, the Full Council received the Sansom and Morris report; the covering report detailed the headline findings and key proposals.

⁴ There is a report on the draft of Dorset Council's draft council plan elsewhere on this agenda.

DAPTC co-ordinated further meetings to discuss relationships between Dorset Council and town and parish councils, 'area committees', and asset and service transfers in May and August 2025; a further meeting is scheduled for 30 October 2025.

DAPTC has produced a questionnaire about parish and town councils' appetite for asset and service transfers, appendix 15A.

Officer proposals on asset and service transfers

On 23 October 2024, the town clerk presented a paper to the Full Council on Asset and Service Transfers. The report referred to a meeting with a director from Dorset Council and included a subsequent email that had been sent to Dorset Council detailing assets and services the town council considered appropriate for transfer.

Two recent meetings have taken place with Dorset Council officers about progressing asset and service transfers and these meetings have been positive. They have resulted in a further list of assets and services that could form part of a transfer deal with Dorset Council, along with the acceleration of negotiations on the transfer of toilet servicing and maintenance.

An early agreement on toilet servicing will allow the town council to put in place arrangements for the 2026 season.

Another area that has been prioritised as an 'early win' is the transfer of the management of Theatre Square and the sea-defence walkway from Dorset Council to the town council.

In these discussions with Dorset Council, town council officers are maintaining the position that asset and service transfers must come with either the associated operating budgets or an equivalent income stream. Town council officers are also advocating all asset transfers should be freehold and free of restrictions.

Conclusion

Devolution and reform of local government are signalling change. This, along with Dorset Council's commitment to new ways of working, including the transfer of assets and services, strongly suggest there is a real prospect of asset and service transfers takings place. The important issue for this council is that change does not have an adverse effect on its governance, finances and operations. To provide member engagement in the detail of these transfers, officers propose a working group of three members is established to guide officers through any negotiations.

John Wright
Town clerk
September 2025



A Fresh Start

Future directions for Dorset's Parish and Town Councils

Towns and Larger Parishes


* 1. Which of the following scenarios is your council closest to?

- ☐ **Scenario 1:** "We are ready to explore and pilot local delivery of services where it benefits our community. Let's work together to shape a practical and sustainable model of double devolution."
- ☐ **Scenario 2:** "We see potential in double devolution but need more clarity and support to assess what's right for our community. Let's explore this together before making commitments."
- ☐ **Scenario 3:** "We value strong local services but do not believe double devolution is the right path for us at this time. We remain committed to partnership and dialogue."

2. If you wish to add any context to your selection for the response above, please do so in the comment box:

* 3. Please let us know the name of your council:

Submit

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Full Council

Date: 10 September 2025

Title: The Cobb

Purpose of Report and Presentation

To brief members on the condition of The Cobb, Dorset Council's proposed emergency works which are scheduled to take place ahead of the 2025 Winter storm season, and the Phase 5 Lyme Regis Environmental Improvements' programme currently scheduled for delivery in Winter 2026 to Spring 2027

Recommendation

Members consider the presentation and note the report

Background

1. This report supports a presentation by Matthew Penny, Dorset Council's service manager for flood and coastal erosion.
2. The main project is referred to as Phase 5 Lyme Regis Environmental Improvements⁵ and its purpose is to halt erosion to The Cobb. Without these works, The Cobb would cease to act as a breakwater and leave more than 100 properties at risk of flooding and coastal erosion.
3. The proposed structural works to The Cobb include the construction of sheet pile and a concrete toe wall and a tension pile to anchor the harbour walls. Plans also include resurfacing sections of The Cobb's walkway.
4. Following engagement with Historic England, Natural England and the Marine Management Organisation and confirmation of a successful funding application in early-2023, construction works to The Cobb were scheduled for summer 2024.
5. During 2023 and 2024, funding shortfalls were identified, and construction works were deferred to 2025.
6. A project funding gap remains, and discussion is ongoing with Historic England. The latest forecast start date is Winter 2026-Spring 2027.

Report

7. Following an annual inspection of The Cobb in spring 2025, areas of further and ongoing deterioration have been identified, see map, inserted below:

⁵ Phase 1 of the Lyme Regis Environmental Improvement Strategy started in 1995 with the construction of sea walls and installation of rock armour. Phases 2 and 3 of the improvement strategy were completed in 2007 and included foreshore and land stabilisation works to the beach and seafront gardens. Phase 4 was completed in 2014 and included foreshore and land stabilisation works to Church Cliff and East Cliff areas of the town, along with a concrete sea wall in front of the existing seawall.



Undermining at Gin Shop turn (map reference point 1)

8. Significant undermining has created a large void at the toe of the wall; 6m in length, 300mm in vertical opening and more than 2m wide. This work is assessed as urgent, and Dorset Council intend to prioritise repair works ahead of the winter storm season. The estimated cost of these works is £300,000-350,000.

Southern Arm displacement (map reference point 2)

9. There are indications of mass mortar loss and minor undermining of the toe within the visitor harbour section. These defects are being monitored.

Cobb Building seawall (map reference point 3)

10. This section of The Cobb is primarily a foundation structure for the commercial buildings. The seaward wall has mass grout loss, missing locks and overhanging blocks. The defects are being monitored.

Phase 5, Lyme Regis Environmental Improvements

11. The project team are continuing discussions with Historic England for pre-application advice before procuring consultancy services for detailed design. This is crucial for planning purposes and increasing the likelihood of securing external funding.
12. Dorset Council aim to submit the necessary planning applications for construction in Summer 2026 with work taking place between winter 2026 and spring 2027, subject to funding provision.

AGENDA ITEM 16

13. In October - November, Dorset Coastal Forum will be organising public awareness and engagement sessions.

John Wright
Town clerk
August 2025

Full Council

Date: 10 September 2025

Title: Consultation on the Dorset National Landscape Management Plan

Purpose of Report

To allow members to consider the Dorset National Landscape Management Plan consultation, offer initial views and delegate a response to the town clerk in consultation with three members ahead of the consultation deadline of 22 September 2025

Recommendation

Members offer initial views on the Dorset National Landscape Plan consultation and delegate the response to the town clerk in consultation with three members

Background

1. Dorset National Landscape is one of 46 protected landscapes in the UK. To help keep it 'outstanding' now and for generations to come, it is a legal requirement to produce a management plan to highlight what's special about the Dorset landscape, the challenges it faces and prioritise actions to maintain its outstanding natural beauty for future generations.
2. This plan is Dorset Council's main governing document setting out the legal background to the designated Area of Outstanding Natural Beauty (AONB), a shared vision for its future and policies that help guide the partnership and others. Since 2023, AONBs are known as National Landscapes.
3. The plan serves as a guiding document for stakeholders involved in the conservation and enhancement of the area. Detailed information about the management plan is available on the Dorset National Landscape website:
4. [Draft Management Plan 2026-31 | Dorset National Landscape](#).
5. Dorset Council and its partners in the Dorset National Landscape Partnership have a statutory responsibility for reviewing and developing a 5-year management plan for the landscape. These are plans for the Dorset National Landscape Partnership and team, individual partner organisations, farmers and landowners, communities and businesses.

Report

6. A new draft plan for 2026-31 has been developed by the National Landscape team with input from a wide range of partners and is open for consultation; the consultation opened on 14 July and closes on 22 September 2025.
7. The purpose of the plan is to set out the legal basis and background of Dorset's landscape and articulate a policy framework for the conservation and enhancement of its natural beauty. This is detailed in the introduction, which along with the vision sets out what the plan aims to achieve.

AGENDA ITEM 17

8. The consultation seeks responses to the plan's vision and eight chapters: introduction, national landscapes, management plan, operating environment, statement of significance, landscape and seascape character, policy framework, and delivery.
9. The consultation is attached, **appendix 17A**.

John Wright
Town clerk
September 2025

Dorset National Landscape Management Plan Consultation

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

About You

After this question, you are not required to answer every question of this survey. Feel free to respond to the sections you feel strongly about. If a section doesn't apply, scroll to the bottom and click 'Continue' to move on.

I am responding as a:

(Required)

- ☐ Member of the public
- ☐ On behalf of an organisation
- ☐ Business
- ☐ Local Planning Authority
- ☐ Town or Parish Council
- ☐ Elected Member
- ☐ Other (please specify)

If other, please specify here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

Vision

This section features the joint future vision for the Dorset National Landscape.

Click the [Vision](#) to read more about it and answer the questions below.

How much do you agree or disagree with the vision?

- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree
- ☐ Strongly disagree
- ☐ Don't know

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#)
[enabled](#).

Introduction

This chapter describes the purpose of the Management Plan.

Click [Chapter 1 Introduction](#) to read more about it and answer the questions below.

Do you understand the purpose of the management plan?

- ☐ Yes
- ☐ No
- ☐ Don't know

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#) enabled.

National Landscapes

This chapter describes the legal background to designation, defines natural beauty, describes the geography of the Dorset National Landscape, describes how the designation and place are managed, and describes how the partnership may work beyond the boundary.

Click [Chapter 2: National Landscapes](#) to read more about it and answer the questions below.

To what extent does this chapter address its intended purpose in the following areas?

	Not at all	To a small extent	To some extent	To a great extent	Completely	Don't know
describes the legal background to designation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
defines natural beauty	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
describes the geography of the Dorset National Landscape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
describes how the designation and place are managed	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
describes how the partnership may work beyond the boundary	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies enabled](#).

This Management Plan

This chapter describes what the plan is for, who it is for, how it relates to other plans and strategies and illustrates the impact of previous plans.

Click [Chapter 3: This Management Plan](#) to read more about it and answer the questions below.

To what extent does this chapter address its intended purpose in the following areas?

	Not at all	To a small extent	To some extent	To a great extent	Completely	Don't know
What the plan is for	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Who it is for	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
How it related to other plans and strategies	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Illustrates the impact of previous plans	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

The Operating Environment

This chapter describes the political, environmental and socio-economic background at the time of plan writing.

The Dorset National Landscape, its management and access to it as guided by this plan can provide solutions to the many challenges listed above.

Click [Chapter 4: The Operating Environment](#) to read more about it and answer the questions below.

How much do you agree or disagree with our view on the main drivers for change?

- ☐ Strongly agree
- ☐ Agree
- ☐ Neither agree nor disagree
- ☐ Disagree
- ☐ Strongly disagree
- ☐ Don't know

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

Statement of Significance

This chapter is largely derived from other official sources. It describes the elements of natural beauty that are important to this landscape.

Click [Chapter 5: Statement of Significance](#) to read more about it and answer the question below.

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

Landscape and Seascape Character

This chapter is largely derived from other official sources. It describes the character of defined landscape types, the condition of the landscape and the coastal and seascape character.

Click [Chapter 6: Landscape & Seascape Character](#) to read more about it and answer the question below.

Do you have any comments on this chapter?

Please tell us here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

The Working Landscape

This chapter is largely focussed on land management, farming, fishing, and the products that come from them.

Click [Chapter 7.1. The Working Landscape](#) to read more about it and answer the questions below.

To what extent does the chapter section in 'introduction and significance' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

To what extent does the chapter section 'opportunity and pressures' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

Are there any relevant organisations we may have missed?

Please tell us here:

To what extent do you agree or disagree with the following draft objectives?

[illegible]

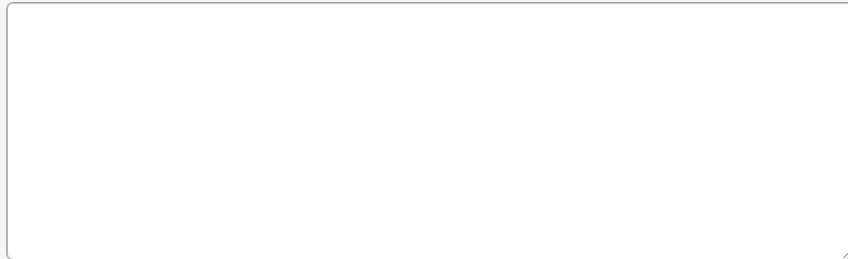
Please list the kind of actions, if any, that you or your organisation could do to deliver these policies

Please list it here:

A large, empty rectangular text box with a thin black border and rounded corners, intended for listing actions to deliver policies.

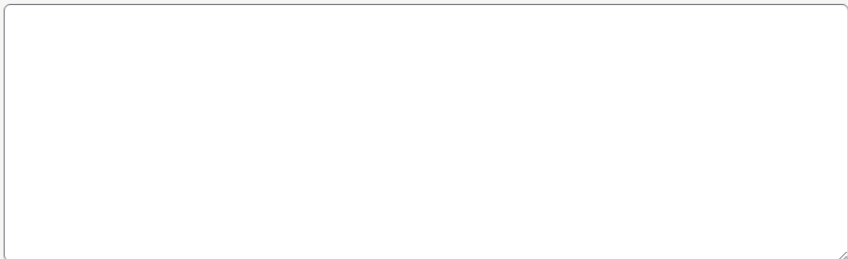
Please list any potential actions that others could deliver

Please list it here:

A large, empty rectangular text box with a thin black border and rounded corners, intended for listing potential actions others could deliver.

Do you have any other comments for the 'The Working Landscape' section of chapter 7?

Please let us know here:

A large, empty rectangular text box with a thin black border and rounded corners, intended for providing other comments.

Closes 22 Sep 2025

This service needs [cookies](#)
[enabled](#).

Exploring, Understanding, Engaging

This chapter focuses on how the Dorset National Landscape supports local people and visitors to explore, understand and engage with the landscape in a positive way.

Click [Chapter 7.2. Exploring, Understanding, Engaging](#) to read more about it and answer the questions below.

To what extent does the chapter section in 'introduction and significance' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

To what extent does the chapter section 'opportunity and pressures' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

Are there any relevant organisations we may have missed?

Please tell us here:

To what extent do you agree or disagree with the following draft objectives?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know
B1: enabling enjoyment and access for wellbeing	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B2: promoting sustainable tourism and access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B3: fostering understanding and awareness	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
B4: engaging local people in landscape stewardship	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please list the kind of actions, if any, that you or your organisation could do to deliver these policies

Please list it here:

Please list any potential actions that others could deliver

Please list it here:

Do you have any other comments for the 'Exploring, Understanding, Engaging' section of chapter 7?

Please let us know here:

Closes 22 Sep 2025

This service needs [cookies](#) enabled.

Planning for Landscape Quality

This chapter covers forward planning, development management and infrastructure.

Click [Chapter 7.3. Planning for Landscape Quality](#) to read more about it and answer the questions below.

To what extent does the chapter section in 'introduction and significance' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

To what extent does the chapter section 'opportunity and pressures' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

Are there any relevant organisations we may have missed?

Please tell us here:

To what extent do you agree or disagree with the following draft objectives?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know
C1: conserving and enhancing the national landscape and its setting through planning and development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C2: ensuring effective landscape assessment and monitoring	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C3: supporting necessary and sustainable development	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
C4: avoiding harmful development and protecting special qualities	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please list the kind of actions, if any, that you or your organisation could do to deliver these policies

Please list it here:

Please list any potential actions that others could deliver

Please list it here:

Do you have any other comments for the 'Planning for Landscape Quality' section of chapter 7?

Please let us know here:

Closes 22 Sep 2025

This service needs [cookies](#) [enabled](#).

Ways of Working

This chapter sets out principles by which the National Landscape Partnership operates.

Click [Chapter 7.4. Ways of Working](#) to read more about it and answer the questions below.

To what extent does the chapter section in 'introduction and significance' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

To what extent does the chapter section 'opportunity and pressures' address its intended purpose?

- ☐ Not at all
- ☐ To a small extent
- ☐ To some extent
- ☐ To a great extent
- ☐ Completely
- ☐ Don't know

Are there any relevant organisations we may have missed?

Please tell us here:

To what extent do you agree or disagree with the following draft objectives?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know
D1: engaging people in key decisions relating to the national landscape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D2: informing decisions with high quality evidence and best practices	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D3: monitoring and adapting to achieve optimal outcomes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
D4: developing collaborative working through partnerships	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please list the kind of actions, if any, that you or your organisation could do to deliver these policies

Please list it here:

Please list any potential actions that others could deliver

Please list it here:

Do you have any other comments for the 'Ways of Working' section of chapter 7?

Please let us know here:

A large, empty rectangular box with a thin black border, intended for users to provide comments. It is positioned below the prompt text. In the bottom right corner of the box, there is a small, faint icon of a pencil or eraser.

Closes 22 Sep 2025

This service needs [cookies](#)
[enabled](#).

Delivery

This chapter describes the partnership's priorities, both geographic and thematic, and how the impact of work will be monitored and how this relates to national targets.

Click [Chapter 8: Delivery](#) to read more about it and answer the questions below.

[illegible]

To what extent do you agree or disagree with the 'Thematic' priorities?

	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know
The development, implementation and rollout of agri-environment support mechanisms, alongside seeking a multi-year Farming in Protected Landscapes programme	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Promotion of local food and drink products, particularly those that are related to the beneficial management of the National Landscape's landscape	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Activities which connect a wide range people with nature and the natural landscape, prioritising effort where there are the most significant barriers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Do you have any comments on this section?

Please let us know here:

Closes 22 Sep 2025

This service needs [cookies](#) enabled.

Final thoughts

Overall, how informed do you feel about the Draft Dorset National Landscape Management Plan 2026 to 31?

☐

Not at all informed

☐

Slightly informed

☐

Moderately informed

☐

Well informed

☐

Extremely well informed

☐

Don't know

Overall, do you have any other comments about the Draft Dorset National Landscape Management Plan 2026 to 31?

Please let us know here:

Closes 22 Sep 2025

This service needs [cookies](#) enabled.

More About You

This section is optional. We use it to collect diversity information. This helps to ensure any changes do not unfairly impact specific sectors of the community. It also helps to make sure our consultation response comes from a representative sample of residents.

Please select your age group.

☐

Under 18

☐

18 to 24

☐

25 to 39

☐

40 to 49

☐

50 to 59

☐

60 to 64

☐

65 plus

☐

Prefer not to say

What is your sex?

- ☐ Female
- ☐ Male
- ☐ Prefer not to say

Is the gender you identify with the same as your sex registered at birth?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

The Equality Act 2010 describes a person as disabled if they have a longstanding physical or mental condition that has lasted or is likely to last 12 months; and this condition has a substantial adverse effect on their ability to carry out normal day-to-day activities. People with some conditions (cancer, multiple sclerosis and HIV/AIDS for example) are considered to be disabled from the point that they are diagnosed. Do you consider yourself to be disabled as set out in the Equality Act 2010?

- ☐ Yes
- ☐ No
- ☐ Prefer not to say

If at the previous question you stated you consider yourself to have a disability, please state the type of disability which applies to you.

- ☐ Attention Deficit Disorder (ADD)
- ☐ Attention Deficit Hyperactivity Disorder (ADHD)
- ☐ Autistic Spectrum Conditions
- ☐ Blind
- ☐ Dyscalculia
- ☐ Dyslexia
- ☐ Dyspraxia
- ☐ Deaf
- ☐ Hearing loss
- ☐ Long term health condition
- ☐ Mental health issues
- ☐ Physical impairment
- ☐ Sign Language User
- ☐ Visually impaired
- ☐ Medical conditions
- ☐ Mobility issues
- ☐ Learning disability
- ☐ Specific learning differences
- ☐ Wheelchair user
- ☐ If you prefer to use another term, please write in the box below

If you prefer to use another term, please specify here:

What is your ethnic group?

- ☐ White: British
- ☐ White: Irish
- ☐ White: Gypsy
- ☐ White: Irish Traveller
- ☐ White: Other
- ☐ Mixed: White and Black Caribbean
- ☐ Mixed: White and Black African
- ☐ Mixed: White and Asian
- ☐ Mixed: Other
- ☐ Asian or Asian British: Indian
- ☐ Asian or Asian British: Pakistan
- ☐ Asian or Asian British: Chinese
- ☐ Asian or Asian British: Other
- ☐ Black or Black British:
- ☐ Arab
- ☐ Other ethnic group
- ☐ Prefer not to say

If other - please specify here:

Closes 22 Sep 2025

Almost done...

You are about to submit your response. By clicking 'Submit Response' you give us permission to analyse and include your response in our results. After you click Submit, you will no longer be able to go back and change any of your answers.

If you provide an email address you will be sent a receipt and a link to a PDF copy of your response.

Email address

Full Council

Date: 10 September 2025

Title: LRTC branded clothing for members

Purpose of Report

To allow the council to consider the purchase of clothing for members baring the LRTC logo and acronym and to allow the council to approve an unbudgeted sum of £1,500 from the 2025-26 budget for these purchases

Recommendation

The council approves the purchase of clothing for members baring the LRTC logo and acronym and approves an unbudgeted sum of £1,500 from the 2025-26 budget.

Background

1. At the Full Council on 28 May 2025, 'It was suggested members should also have the option of council clothing' and a polo shirt, fleece and all-weather jacket was suggested.
2. The town clerk said he would bring costings back to the council.

Report

3. The cost of each item of clothing is:

	i.	£
4. Polo shirt		9.95
5. Fleece		16.95
6. Waterproof jacket		69.95
7. The cost per councillor is £96.85; the total cost is £1,355.90.
8. Some members may want two polo shirts, and female members want may blouses rather than polo shirts, so it is prudent to allow a total budget provision of £1,500.

John Wright
Town clerk
August 2025

Full Council

Date: 10 September 2025

Title: Grant Request

Purpose of Report

To allow members to consider a £375 grant request from Little Green Change for its 2025 Children's Christmas Give and Take event in Lyme Regis

Recommendation

Members consider the report and instruct the town clerk

Background

1. The purpose of Little Green Change's Christmas Give and Take event is to rehome children's clothing, toys, books and DVDs
2. Last year's event took place on 30 November and directly benefited over 200 children and rehomed almost 300kg of goods.

Report

3. Little Green Change was hoping another organisation would fund its 2025 Children's Christmas Give and Take event in Lyme Regis; unfortunately, its grant application was rejected.
4. Consequently, on 1 August 2025, Little Green Change's founder and director, Clare Mattheson contacted the town clerk to ask if the council could consider a grant funding request; Clare Matteson is aware this funding request, which is for £375, is outside the council's normal grant process, but wondered whether it could be considered.

John Wright
Town clerk
September 2025

Full Council

Date: 10 September 2025

Title: First Winter Bus Timetable

Purpose of Report

To allow members an opportunity to make representations about an aspect of the First winter bus timetable which may adversely impact the local community

Recommendation

Members consider the potential impact of an aspect of the First winter bus timetable and comment as appropriate.

Background

1. To date, the First bus timetable has allowed a connection at Axminster railway station which enables Lyme residents and students to make sensible connection to 'commuter trains' heading either west or east. For instance, the connection has enabled anyone working in Exeter to arrive in time for a 9.00 a.m. work start.

Report

2. It would appear the newly published First winter bus timetable may have omitted a service which enables a connection to be made to early 'commuter' trains, i.e., the 7.37 to Exeter. The earliest bus is shown arriving at the station at 7.55, almost 20 minutes 'too late'. This could have a significant and adverse impact on local commuters and students, for instance.
3. There is some suggestion the bus timetable may have been published 'in error' and clarification is being sought. However, this report has been included on the agenda to give members the opportunity to make appropriate representations, if required.
4. A verbal update will be provided at the meeting.

Mark Green
Deputy Town clerk
September 2025

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