



John Wright
Town Clerk

Lyme Regis Town Council


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Strategy and Finance Committee

Notice is hereby given of an extraordinary meeting of the Strategy and Finance Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on **Tuesday 17 December 2019** commencing at 7pm when the following business is proposed to be transacted:


John Wright
Town Clerk
12.12.19

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.

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. Apologies

To receive and record apologies and reasons for absence

3. 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 and 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.

4. Dispensations

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

5. Minutes of the Dorset Council working group meeting held on 19 November 2019 (attached)

6. Appointment of the Internal Auditor

To agree the appointment of the internal auditor for Lyme Regis Town Council for 2020-21, 2021-22 and 2022-23

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

7. Proposed Amendments to the Recording of Council Minutes

To allow members to consider the removal of female councillor titles from its minutes and to use the term member(s) in its minutes to refer to comments made by councillors at meetings

8. Filming Money – Expressions of Interest

To allow members to consider expressions of interest from local organisations applying for funding received from Fossil Films

9. Motion from Cllr Ms B. Bawden on Planning Regulations for Heritage Buildings

To allow members to consider a motion from Cllr Ms B. Bawden on planning regulations for heritage buildings

10. Grants

To allow members to consider the categorisation and split of grants and to approve the processes and timetables for inviting grant applications and making decisions on their allocation

11. Dorset Council and Lyme Regis Town Council Assets on-and-around Monmouth Beach

To allow members to consider what action to take following Dorset Council's encroachment on town council-owned land on Monmouth Beach and to allow members to consider and agree a timetable for making decisions on future arrangements with Dorset Council about the adjacent hard-standing area which is used for boat storage and the 'harbourmaster's' store

12. Lyme Regis Bowling Club Counter-Proposal

To allow members to receive a counter-proposal from Lyme Regis Bowling Club in response to a Full Council resolution on 13 February 2019

13. Sea Sports and Adventure Centre Proposal

To allow members to consider a proposal from Lyme Regis Gig Club to create a joint working group with the town council to develop a Sea Sport and Adventure Centre in the Monmouth Beach area

14. Land Stability

To inform members of the extent of land movement at Monmouth Beach and Ware Cliff and Langmoor and Lister Gardens

15. 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 6 – Appointment of the Internal Auditor

LYME REGIS TOWN COUNCIL

DORSET COUNCIL WORKING GROUP

MINUTES OF THE MEETING HELD ON TUESDAY 19 NOVEMBER 2019

Present

Members: Cllr B. Larcombe (chairman), Cllr J. Broom, Cllr D. Sarson, Cllr G. Turner, Cllr S. Williams

Officers: Mrs A. Mullins (admin officer), Mr J. Wright (town clerk)

Guests: Cllr D. Turner (Dorset Council ward member), Dr K. Buchan (Dorset Council head of environment and wellbeing), Mr J. Radcliffe (harbourmaster)

1. Apologies

Cllr Ms B. Bawden

2. Minutes of the meeting held on 11 June 2019

Proposed by Cllr B. Larcombe and seconded by Cllr J. Broom, the minutes of the meeting held on 11 June 2019 were **ADOPTED**.

3. Dorset Council Plan

Ward member Cllr D. Turner gave a presentation on the draft Dorset Council Plan 2020-24. He said Dorset Council (DC) was expecting a deficit of £14m in 2019/20 but the forecast deficit for the following year was not yet known.

Cllr D. Turner said the plan set out DC's five priorities: economic growth; unique environment; suitable housing; strong, healthy communities; and staying safe and well.

Plans under economic growth included better connectivity by adopting 5G, more efficient travel, more jobs, new businesses, encouraging inward investment, and partnerships with Local Enterprise Partnerships and town and parish councils.

Proposals under unique environment included making the area attractive for business investment and tourism, reducing waste, developing a climate strategy, providing access to the coast and green spaces, and the development of renewable energy.

Under suitable housing, proposals included developing affordable and sustainable housing, bringing empty properties back into use, providing access to accommodation, promoting energy efficiency, creating a single DC housing register, and adopting the Local Plan by 2024.

Plans under strong, healthy communities included tackling social isolation, increasing life expectancy, providing and maintaining cycleways and pathways, and better transport links.

Under staying safe and well, proposals included keeping families together, keeping people in their own homes, a focus on special educational needs, early intervention and enhanced social care.

Cllr D. Turner said DC's four principles were: employer of choice; customer focused; sustainable organisation; and effective and modern.

Cllr D. Turner said DC's values were:

- To be an advocate for Dorset on the local, national and global stage
- To work together with communities and partners to make things happen
- To put people first and design services around their needs, now and in the future
- To be open, accessible and accountable
- To use time and money wisely
- To value people and build on their strengths

It was agreed members would respond to the consultation on the plan as individuals, rather than a collective council response.

4. Dorset Council and Lyme Regis Town Council assets at Monmouth Beach

Cllr B. Larcombe asked who had given permission for the structure on the accreted land.

Dr K. Buchan said no-one had given permission; it was a decision that had been made by the harbourmaster at the time. He said the reasoning behind it was to reduce the amount of material coming onto the Cobb during stormy weather, to improve safety for vehicles in the trailer park, and to provide an alternative storage area to the end of the Cobb for fishing equipment. However, the timber was not cemented in place so there was no permanency.

Cllr B. Larcombe said he was concerned the structure had changed the nature of the high Cobb wall and he asked if the former harbourmaster had taken any environmental advice before carrying out the work. He said the structure also prevented people from getting to Monmouth Beach directly from the harbour.

Cllr B. Larcombe asked why DC didn't use the car park in front of Ozone Terrace for storage of equipment.

The town clerk said it had been established with Dr K. Buchan and Mr J. Radcliffe that no consent had been given, there had been significant accretion and the town council had registered title to the land. He said it was now a matter of the town council deciding what it intended to do about these issues.

Mr J. Radcliffe said they would like to continue using the accreted land to support the harbour.

Dr K. Buchan agreed and said DC subsidised Lyme Regis and West Bay harbours and had been trying in recent years to generate income through the harbours to reduce the

cost burden. He said this had included better storage and reviewing charges. He said the message he was receiving from the town council was if they wanted to continue using the accreted land, DC would have to pay for it.

Cllr B. Larcombe said even if the wooden structures were taken away, the height next to the high wall had built up over recent years, which meant boats were sitting higher up than ever before. He was concerned about the effect of this on the marine environment.

Cllr G. Turner agreed and said an arrowhead had been created, so waves couldn't wash over when they hit the wall.

The town clerk said the leases with DC for this area had been held over since 2015, so it was now necessary for the town council to be clear about what it wanted to do and then have further discussions with DC.

With regards to the harbourmaster's store, Dr K. Buchan said they needed somewhere to store mechanical equipment to prevent them being exposed to the elements. He said they were considering building storage on the car park in front of Ozone Terrace to store the equipment currently in the harbourmaster's store. He added that this required capital funds and planning permission.

Dr K. Buchan said they were also focusing on the slipway as there was a step at the end of the slipway, causing a hazard. He said they were also looking at extending the top part of the slipway to create more storage.

Cllr B. Larcombe said the racking at the top of the slipway was an issue because the kayaks and boards were obscuring the view from both sides. He suggested they were stacked on the side instead.

Cllr B. Larcombe asked where DC stood on the maintenance of the harbour.

Mr J. Radcliffe said repairs to the Cobb were still planned for 2021.

Cllr D. Turner, Dr K. Buchan and Mr J. Radcliffe left the meeting at 8.15pm.

It was agreed the town clerk would take a report to the Strategy and Finance Committee early in the new year to allow the council to consider its position.

5. Meeting with Dorset Council leader, Cllr Spencer Flower, 20 November 2019

Members discussed some of the questions and issues they could discuss with Cllr Flower.

The meeting closed at 8.41pm.

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Proposed Amendments to the Recording of Council Minutes

Purpose of Report

To allow members to consider the removal of female councillor titles from its minutes and to use the term member(s) in its minutes to refer to comments made by councillors at meetings

Recommendation

Members consider the report and instruct the town clerk

Background

1. Council minutes refer to male and female councillor titles differently: the titles of Miss, Ms and Mrs are used when referring to female councillors; titles aren't used for male councillors.
2. Minutes refer to a named member, e.g., Cllr J. Smith, or members. Reference is made to a named member when a material point is made; the term 'members' is used when two or more members agree, or the collective body is referred to.

Report

3. The mayor has asked the town clerk to prepare a report to allow members to consider changing council practice on these two issues, i.e., to remove female titles from council minutes and record comments from individual councillors as, a 'member' said.

What do others do?

4. Dorset Council lists councillors present and apologies by first and surname; officers present are also referred to by their first and surname. In the body of its minutes, an issue raised by a councillor is recorded by initial and surname, i.e., Cllr J. Smith. If a councillor holds a position, e.g., chairman, vice-chairman or portfolio, they are referred to by position and sometimes name.
5. Bridport Town Council lists councillors present and apologies by first and surname. In the body of its minutes, an issue raised by a councillor is recorded by first and surname, i.e., Cllr Jane Smith. A shared or collective view is referred to as members.
6. Dorchester Town Council lists councillors present and apologies by initial and surname. In the body of its minutes, an issue raised is recorded as either councillor, member or councillor name. A collective view is referred to as members.

AGENDA ITEM 7

7. Sherborne Town Council lists councillors present and apologies by initial and surname. In the body of its minutes, an issue raised by a councillor is recorded by surname, i.e., Cllr Smith. A collective view is referred to as members.
8. The practice of removing gender titles is common among all neighbouring Dorset councils. Anonymising member comments isn't.
9. The argument for anonymising member comments is it reduces the opportunity for grandstanding and promotes the collective.
10. The argument against is comments can't be identified against individual members; this reduces personal accountability.
11. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
November 2019

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Filming Money – Expressions of Interest

Purpose of Report

To allow members to consider expressions of interest from local organisations applying for funding received from Fossil Films

Recommendation

Members consider expressions of interest from local organisations and allocate funding received from Fossil Films

Background

1. This report was scheduled for consideration at the last meeting of this committee on 13 November 2019. At that meeting, representatives from Town Mill Trust, Mary Anning Rocks, B Sharp, Axminster and Lyme Regis Cancer Support, Lyme Regis Gig Club, Lyme Regis Musical Society, Woodroffe School PFTA and Mary Anning Scholarship Legacy Fund spoke in support of grant applications from their organisations.
2. Due to the lack of time available for proper consideration of the grant applications, members agreed to defer this item until the next meeting of the Strategy and Finance Committee on 17 December 2019.
3. A film based on the life of Mary Anning was filmed in Lyme Regis in March 2019 by Fossil Films. The filming required the use of Bell Cliff, which is owned by this council.
4. It was reported to this committee on 10 July 2019 that Fossil Films had made a £15,000 donation to the council as a thank you for use of the area. The film company said it hoped the donation could be used to create a beneficial legacy for the town.
5. Following a recommendation from this committee on 10 July 2019, it was resolved by the Full Council on 24 July 2019 'to invite interested parties to submit expressions of interest for the £15,000 filming money'.

Report

6. An advert inviting expressions of interest was placed on 26 September 2019, with a closing date of 5pm on Monday 28 October 2019.

7. By the closing date, eight expressions of interest had been received and are attached as the following appendices:
 - Axminster and Lyme Cancer Support – **appendix 8A**
 - B Sharp – **appendix 8B**
 - Lyme Regis Gig Club – **appendix 8C**
 - Lyme Regis Musical Theatre – **appendix 8D**
 - Mary Anning Rocks – **appendix 8E**
 - Mary Anning Scholarship Legacy Fund – **appendix 8F**
 - Town Mill Trust – **appendix 8G**
 - Woodroffe School PTFA – **appendix 8H**
8. Each of the organisations sent a representative to the Strategy and Finance Committee meeting on 13 November 2019 to speak in support of their application.
9. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019



Axminster and Lyme Cancer Support

Lyme Regis Town Council -Fossil Films/Ammonite 'Legacy' Project

Application for funds from Axminster and Lyme Cancer Support.

Background:

Mary Anning died of Breast Cancer at the age of 47 on March 9th 1847. Probably at this time she had very little to help or support her through her cancer journey. She was unable to work during the last few years of her life because of her illness. Painkillers were not as they were today so and because of the side effects of laudanum some townspeople misinterpreted her behaviour and gossiped that she had a drinking problem. So sadly, she most probably felt isolated and alone.

As a charity we set up to try and ensure no one feels alone or isolated when facing the diagnosis and impact of cancer. We work hard to provide a variety of support for anyone affected by any cancer. So, we believe Mary Anning would today welcome and embrace our idea to provide local people affected by cancer with some respite.

The idea came from the husband and family of a local lady who is currently going through intense treatment for breast cancer.

Mary's Beach Hut

The idea is to have a beach hut which could be used for anyone affected by any cancer.

This would allow them to get away from home to provide a calm, peaceful time by the sea. This would prompt a feeling of wellness, just sitting in a beach hut with a cup of tea either alone or with loved ones. Watching the waves, the people go by, what a wonderful image.

Money would be used to purchase/rent a hut, decorate, signage, upkeep, accessories, maintenance.

Maybe over time Lyme Regis Town Council would consider subsidising the ground rent. The charity would maintain the beach hut and fund raise to keep it updated and well equipped.

Mary's Hut would be a fully useable and assessable, a practical 'statue/structure' the perfect legacy which we believe would be close to Mary's heart.

The hut could be used a number of times through the year to show what the group does as advertising and attracting people to gain help and support through the many means which the group can help. For example, a skin clinic during summer month, cancer awareness days etc

The interior would be tasteful and calming but reflect also the legacy Mary Anning left in the town and local artists would be approached to support this.

Details of how Axminster and Lyme Cancer Support provide support currently can be seen on the website. A copy of our AGM report is attached. Representation from the charity and also from the family who came up with the idea is available on request. The family would be happy to come and speak to the town council.





Unit 5 Uplyme Business Park, Lyme Regis, DT7 3LS

Chief Executive & Artistic Director: Ruth Cohen
e: ruthcohen@bsharp.org.uk t: 07947 334138

18th October 2019

Dear Adrienne,

Please see below an Expression of Interest for funding for a legacy project from B Sharp.

Brief description of the organisation

B Sharp is a young people's music charity, based in Lyme Regis, working with young people across the region. B Sharp's vision is that young people have access to high quality musical experiences through which they can develop as individuals and as citizens.

Founded in 2007, B Sharp has strong track record, and has worked with over 5500 children and young people, and reached over 50000 of the local community as audiences.

We run regular groups in Lyme Regis for young people to make music together, supported by our team of professional music leaders, and pastoral support workers. These groups are led by the young people's ideas - the music they make is what they like and are interested in - and they work together to create their own tracks and songs. We also support young people to perform and showcase their original work in safe and supportive performance opportunities.

The focus of our work is on helping young people develop confidence, self-esteem, and social and communication skills through working with other young people of diverse ages, abilities and backgrounds, and by encouraging and valuing young people's ideas, contributions and creativity in all our sessions.

B Sharp also runs a progression programme for older teenagers to learn to share their skills with others, take on work experience, and build up transferable skills, which support their transition to further education or employment.

We work with Early Years Settings and Schools to provide music making opportunities, including singing, songwriting and instrumental learning – both as part of the curriculum offer, and as enrichment. We also ensure that we find ways of enabling as wide a group of young people as possible to access music making opportunities, but working with young people in other settings including youth clubs and mental health support groups.

Summary of the Proposed Project

B Sharp would like to work with young people and Lyme Regis community groups on a large-scale creative project exploring and celebrating the town through visual arts and songwriting. The project will build community cohesion, and create a legacy through creating a town songbook and a set of 8 large banners that can be used by the community in the future.

The 'town songbook' will be a series of songs around local stories that can be linked to the Town Council website, and which can become part of the repertoire of local school singing and assemblies, and used by local choirs such as Lyme Voices and Harbour Voices.

The project will also produce the legacy of a set of 8 original banners, created with groups working with a local artist, illustrating aspects of Lyme Regis life that can be exhibited during the project, and well as used in the future. These banners can become a community resource – being available for use by community groups and LRTC to decorate events and festivals.

The project will build community cohesion through bring different groups in the town together in an inclusive project, with people of different ages and interests coming together to celebrate the history, heritage and environment of Lyme Regis. It will build a sense of place and connection between local people and their area – young people will hear and learn about local history and stories from the older generation, and older residents will hear young people's views on the place where they live, and their aspirations for the futures – so breaking down generational barriers.

Project participants

This will be a large scale community engagement project, engaging people of all ages and all sections of the community. We will work with at least 8 local groups during the project. Groups will include:

- Schools (Woodroffe, St Michael's have expressed interest in taking part)
- Young people's Community Groups (eg. Brownies/Guides)
- Older people (U3A, and a local Care Home)
- Wider Community (eg. Turn Lyme Green, Hub Café attendees, and through open access workshops for anyone interested in taking part)

At least 220 people will take part in the banner making or music workshops, across all ages. In addition the project has the potential to invite a much higher number of people to be involved (approx. 100) through inviting additional groups such as local choirs to contribute songs, and through involving other groups in voluntary roles such as helping sew and assemble the banners, and steward the final procession and performance. Further people would be involved as audiences (estimate 350 – 500). Dot Wood, of Lyme Regis Development Trust has agreed to work on community liaison with his to link groups into the project.

Activity

Each group will work with a facilitator, a visual artist and musicians. Participants will bring old photos, newspaper articles or stories of Lyme Regis and their lives in the area to share. Using these resources each group will decide on one 'story' to tell about Lyme Regis in their banner and their song. This 'story' could be about a local character or person associated with the area, a place, historical incident, environmental feature, heritage or some aspect of work or leisure, such as the local history of fishing in the area. The workshops will link past, present and future.

Each groups will work with a visual artist to design and produce a large 5m banner flag, around their chosen story.

They will also work with professional music leaders from B Sharp, and a high profile guest musician (eg. John K Miles), to create a song for their chosen Lyme Regis story.

Young people who attend B Sharp's regular music groups – Hub Jams and Boombox – will also create songs for the project. Other groups can also be invited to create a song to contribute (eg. Lyme Luggers, Harbour Voices, or other groups from Woodroffe such as GCSE music students).

The songs will be recorded, creating a songbook and digital recording/cd.

Final Performance

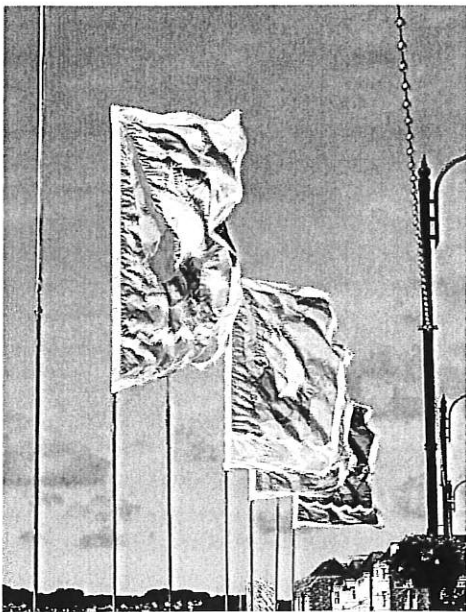
All participating groups would be invited to take part in a final performance at B Sharp's busking festival (4th July 2020) – where they would take part in a seafront procession displaying their banner and then perform their song (Marine Parade or SWIM roof) at a final performance.

We will gather a group of volunteers to support the project, including helping with sewing banners, assembling banners, stewarding the procession and final performance.

Legacy

These banners can become a community resource – being available for use by community groups and LRTC to decorate events and festivals, either along the seafront or providing decoration in halls and venues. The 'Town Songbook' will be available in the future and the songs can be linked to Lyme Regis Town Council Website, to provide an innovative way of sharing the history of the town. The songs can also be used by local schools, and choirs.

A film will be made showing the community groups taking part in the workshops and final performance which can be linked to Town Council website, to publicise the community and town.

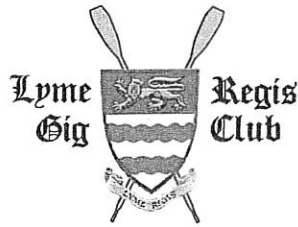


Images of similar banners – Penzance seafront, Exeter Cathedral with banners by Daisi (www.daisi.org.uk) and banners by Kinetika (www.kinetikaonline.co.uk)

Please see next page for information about what the funding would be spent on.

With best wishes,

Banner Making - Workshops	total
facilitator/community storyteller fees (8 days @ £150)	£ 1,200
Artist (8 days @ £190)	£ 1,360
Venue hire (8 days @ £100)	£ 800
Artist Planning and design (2 days @ £100)	£ 200
Sewing Completing/ Finishing off banners (4 days @ £150)	£ 400
Teacher/group coordinator time for planning, supervising/working with groups (5 days @ 200)	£ 1,000
Liaising with schools, community groups, finding and booking artists, venues (3 days @ £200)	£ 800
Town Songbook - Workshops	
Musician fees (2 x 8 x £150)	£ 2,400
Music Director/Guest musician (2 days @ £400)	£ 800
venue hire (8 days @ £100)	£ 800
Musical Instruments/kit for workshops (8 x £100 per workshop)	£ 800
Teacher/group coordinator time for planning, supervising/working with groups (5 @ £200)	£ 1,000
Liaising with schools, community groups, finding and booking musicians, venues (4 days @ £200)	£ 800
B Sharp groups to create songs	
Boombox and Hub Jams 2 x 3 Music Leaders x 4 sessions @ £25 per session	£ 600
Recordings and producing banners	
Planning, arrangin and recording music (3 days @ £150)	£ 450
Recording studio hire (2 @ £100)	£ 200
Making/Printing banner costs (8 @ £180)	£ 1,440
Filmmaker - filming and editing (4 days @ £150)	£ 600
Liaising with groups re recording studio time, compiling song lyrics, arrangements with studio 1 day @ £200	£ 200
Final performance/procession	
Staging costs, outdoor large PA etc	£ 750
Technician (1 day @ £350)	£ 350
Event Manager (2 days @ £150)	£ 300
Music Leaders	£ 600
Pastoral Support/Young people support	£ 200
Event Stewarding, supervising young people (6 @ £100)	£ 600
Marketing, design, social media, photography (3 days @ £150)	£ 450
Production of posters, marketing material etc (@ £200)	£ 200
Event management and planning, admin, coordination with performers, risk assessments, health and safety, liaison with Town Council (7 days @ £200)	£ 1,200
Total project cost	£ 20,500
In kind	
Venues for workshops (12 @ £100)	£ 1,200
Volunteer support for preparing/finishing off banners/mounting (4 days @ £100)	£ 400
Event Stewarding, supervising young people (6 days @ £100)	£ 500
Teacher/Group coordinator time per planning, supervising/working with groups (10 days @ £200)	£ 2,000
Boombox and Hub Jams 2 x 3 Music Leaders x 4 sessions @ £25 per session	£ 600
Musical Instruments/kit for workshops (loaned by B Sharp in kind 8 sessions @ £100)	£ 800
Total In Kind	£ 5,500
Funding request from LRTC for project	£ 15,000



Ms Adrienne Mullins
 Administrative Officer
 Lyme Regis Town Council
 Guildhall Cottage
 Church Street
 Lyme Regis, Dorset DT7 3BS

17th October 2019



Expression Of Interest – Lyme Regis Town Council Funding - £15,000 - Lyme Regis Gig Club

Dear Adrienne

Lyme Regis Gig Club would like to submit an 'Express of Interest' for the £15,000 funding (made available from the Ammonite film production company) that Lyme Regis Town Council is making available to local community organisations. If successful, this grant will enable the Gig Club to commission the build of a new fibreglass gig to support the development of our junior rowing programme with The Woodroffe School.

Lyme Regis Gig Club is a charity (Reg Charity No: 1174427) launched in 2007 to enable people in the town and surrounding areas to participate in the healthy sport of sea rowing, to keep fit, have fun, build confidence and acquire new friends and skills and compete in the rapidly developing sport of Cornish Pilot Gig Racing. Lyme Regis Gig Club offers rowing programmes for juniors from the age of eight to eighty (and beyond), we currently have 181 members of whom 56 are juniors with a waiting list of 45. The club delivers a range of health, wellbeing, social benefits that include supporting social cohesion and the local economy particularly at our Regatta in August which brings hundreds of participants to Lyme Regis.

The aim is to offer accessible sports activity and the membership fees reflect this with Adults paying £80 per annum membership and £2 per row. Juniors pay £20 per annum membership and £1 per row. (You only pay a rowing fee once per day so subsequent rows are at no cost. There are discounts for family membership also).

The Lyme Regis Town Council £15,000 funding will enable Lyme Regis Gig Club to purchase a GRP Cornish Pilot Gig with fittings to enable her to be also sailed. This will upgrade the safety of the training gig particularly important for our junior rowers. The funding will also equip the new gig a good cover and cover support that allows for oar storage on the boat.

The total cost of the new GRP Gig fitted for sail and with a new all-weather cover is £17,763. Lyme Regis Gig Club will apply to G F Eyre Charitable Trust and Dorset Council Community Grants programme for the additional £2,763 which is required.

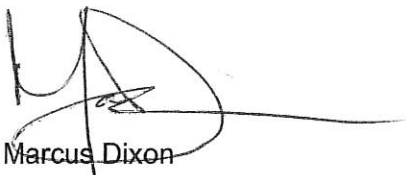
GRP gigs are low maintenance, robust and long lasting particularly when well maintained as LRGC's are in our maintenance shed. The new GRP Gig will be named 'Ammonite' in recognition of the Film about Mary Anning and which the funding originated as a legacy. The new Gig will also carry the Lyme Regis Town Council crest.

The new GRP Gig will be stored on the Slipway at The Cobb, which will make for easier and safer handling of the boat, especially important for juniors who will not have to manoeuvre the boat through traffic and parked cars on Monmouth Beach Car Park.

The Town of Lyme Regis doesn't have an accessible, cost effective sports facility and Lyme Regis Gig Club aims to provide local people with an exciting, challenging, safe sea-based sport throughout the year. The Gig Club's membership sees over 50% women participating, which is important in geographical areas like West Dorset that face challenges of rural isolation and where collaborative team sports for females is hard to find.

I'd like to think that Lyme Regis Town Council will support Lyme Regis Gig Club's Expression Of Interest, please don't hesitate to contact me if you require further information or I can help in any other way.

Yours sincerely



Marcus Dixon
Chair

Adrianne Mullins

From: ✓
Sent: 28 October 2019 16:53
To: Adrianne Mullins
Subject: Fossil Films Grant

Follow Up Flag: Follow up
Flag Status: Completed

Dear Sir/Madam,

Fossil Films Grant Interest

We are registering our interest in an amount of the £15,000 grant given by Fossil Films.

Lyme Regis Musical Theatre is a local group who will be celebrating its 100th year in 2020. The Mikado was the first show the Operatic Society performed in 1921 and since then, we have had 85 productions, up to and including 2020, (there were none from 1938 to 1949) and we will be having celebrations throughout the year. Our production in May 2020 will be the fantastic "Chicago". In August, we will perform a concert version of the Mikado at the Marine Theatre, our home until recently. This will bring back old members and include the new. The folding platform will help the chorus to be seen and heard. This will be invaluable to us in the future, allowing us to use the platform within our productions. We envisage that the folding platform we require will be at a cost of £4,000.00. A grant is requested for the full amount.

Our intention is to allow other groups to use/hire the folding platform, from local churches to schools, and we see this as a huge benefit to all. We are very much part of the local community with an age range of 16 - 80. We are already looking at 2021 with a possible performance of "Oliver", which will allow a younger cast to join us.

Please do not hesitate to contact us should you require any further information.

Kind regards

Carys Lowe

Secretary

Lyme Regis Musical Theatre

Adrianne Mullins

From: Esther Yarnold
Sent: 28 October 2019 16:59
To: Adrianne Mullins
Subject: FAO Adrianne Mullins

Follow Up Flag: Follow up
Flag Status: Completed



Evie Swire
Anya Pearson (Evie's mum)
hello@maryanningrocks.co.uk

Fossil Film donation expression of interest from Mary Anning Rocks

MARY ANNING ROCKS is a campaign inspired by a fossil-mad Dorset school girl called Evie, to erect a statue to her hero Mary Anning. We are planning to raise the money we need to commission this statue via PEOPLE POWER launching a Crowdfunder page as soon as we have enough pledges.

We want to acknowledge and remember Mary in a visual way because we want to give her a tangible work of art that will not only give her back a physical presence in her Lyme Regis but will equally give the people of Lyme and the thousands of tourists that come to visit every year a focal point of remembrance and respect. We see the statue as an inspirational presence in the landscape where she worked, to inspire and show people, young and old, locals and visitors alike, that great things can be achieved from almost impossible circumstances.

We would like to request £5,000 from the Fossil Film donation to put toward our ongoing campaign. Please visit www.maryanningrocks.co.uk for more information, or use the contact details above.

Kind regards,

Esther Yarnold

Esther Yarnold
Senior Lecturer BA (Hons) Fashion Branding and Communication

Legacy grant proposal - Mary Anning scholarship fund

A grant supporting students from Lyme Regis attending higher education, studying earth sciences or STEM subjects. It is acknowledged that, worldwide, only 35% of those enrolled in STEM subjects and 28% of researchers worldwide are women - pointing to a continuation of the struggles to access education that Mary Anning herself faced.

To be awarded on a case-by-case basis to local female students from less-advantaged backgrounds:

- £500 each year for three years of undergraduate study
- Suggested use of the scholarship is equipment, tools or transport for field studies/research.
- The remainder of the funding to be held in suitable bank account, donations to be accepted for further grants and any interest accrued to be used for the same.

Students are to be nominated by schools and colleges and awarded after consideration of an application essay and interview by awarding panel (suggested members are local academics in STEM or earth sciences, representative of the Museum/CHCC/Jurassic Coast Trust and from the wider academic STEM outreach community).

This grant honours the legacy of Mary Anning by offering local young people the opportunity that she was not awarded within her lifetime. By assisting beneficiaries to gain education our aim is to address the UN Sustainable Development Goals 4, 5 and 10, allowing the Town Council to showcase their commitment to the future of Lyme Regis and to the planet as a whole - in line with its declaration of a climate and environmental emergency and pledge to support the UN Sustainable Development Goals.

As part of promotion for the grant, talks could be given to sixth formers in the local area both to raise the profile of the story of Mary Anning and discuss its implications for women in science today.

It would also be ideal to encourage alumni who have benefited from the grant opportunities to share their research within Lyme Regis, for example in a talk at the Fossil Festival, at a "Mock Royal Society" talks evening, or at careers events at local schools. It is envisaged that local and national organisations would contribute to the prestige of the Mary Anning scholarship legacy grant by offering work experience and/or career mentoring.

A Woodroffe School representative has expressed their great enthusiasm for the proposal and agreed to select eligible students. Potential panel members have offered their support and expertise with other continuing collaborations to ensure a lasting legacy to honour Mary Anning and inspire female scientists from Lyme Regis well into the future.

This use of the Ammonite Film's money promotes equity, justice and equal opportunities for all. It offers a financial investment into the future of the town and is a fluid and long-term use of funding that will provide benefits for many years to come.

Should the proposal be accepted, it is envisaged that a CIO (Charitable Incorporated Organisation) will be set up to appoint a selection panel and manage the fund. It should require little to no financial input to maintain, therefore does not represent a future financial burden to the town.

Endorsements and pledges of support

Justin Loveland, Head of Humanities and Sixth Form tutor, the Woodroffe School

Potential Selection Panel

David Tucker, Director, Lyme Regis Museum

"Lyme Regis Museum very much supports the proposal to use the £15,000 to set up an ongoing grant to support Lyme Regis girls in their development as scientists. Our museum is built on the site of Mary Anning's home, and was founded by the family of Lyme's other great woman scientist, Elizabeth Philpot. We very much believe this proposal will be a way of encouraging aspiration and ambition in Lyme's girls so they too may make a serious contribution to science."

Alison Ferris, Deputy Senior Warden, Charmouth Heritage Coast Centre

"Great to talk to you on the phone and it sounds like a wonderful proposal. I would be happy to be part of your panel. I wasn't from a wealthy background and I had no one pushing me to pursue a career in the sciences, as no one in my family was academic. I found my own passion for science and just like Mary Anning, had some encouragement about fossils from my dad.

As someone who hires staff each year seasonally, there is such a lack of female applicants with a geological background so it would be encouraging for them to receive more help to have the opportunities to pursue science. Since finding myself in this role I have had the opportunities to appear on TV in a variety of documentaries, travel further afield to deliver talks, work with other groups such as Plastic Free Charmouth and Litter Free Coast and Sea and to work so many amazing people across the Jurassic Coast.

My background was a BSc in Physical Geography and Environmental Science with a MSc in Earth Sciences. Out of every female on my course I think I am the only one who pursued the subject into a career! I have been very active with our work experience students in trying to get them the most relevant information in pursuing a career in sciences. We have had many of them apply to University successfully and they come from all over the country. Just this year the Heritage Centre won the Geological Society R.H. Worth Award for achievements in education, outreach and public engagement and we pride ourselves of inspiring the next generation.

Please use any of the above as an endorsement as it such an important venture."

Dr Liz Hide, Director, The Sedgwick Museum of Earth Sciences, Cambridge

Wow - this looks like a really amazing proposal , and I would be very happy to support it in any way I can. I'd be delighted to join you on the award panel, and - if you felt it appropriate - to talk more about whether there are other ways the Sedgwick Museum might help - for example with raising the profile of the awards and the award alumni.

The project looks to be very much in line with what I , and the Sedgwick Museum, are keen to do in promoting young women facing disadvantage to study the STEM subjects, in particular the earth and environmental sciences, and there is growing evidence that a key barrier to their participation is cost of fieldwork and outdoors/fieldwork equipment.

Many thanks for sending through some more information about your plans for a fund supporting young female earth scientists. I'm very much aware of the remarkable work of your mother in promoting palaeontology and the Museum in particular, so am particularly delighted that this is a potential legacy of her work.

.... recent research by the Palaeontological Association recognises that women are under-represented in the field. Women made up only 35% of respondents to a recent survey of diversity in the sector and people from areas of relative deprivation, and/or who had been to state schools, were also relatively under-represented. The report can be found here: <https://www.palass.org/association/diversity-study#2> They provide grants for post-graduate researchers but not at undergraduate level where there is a real need to bring women into the field.

Here at the Sedgwick Museum we are proud of our links with Mary Anning and keen to develop them further: in our collection we have at least 6 marine reptiles that she sold to Adam Sedgwick, and we are in the process of researching whether there may be other specimens too. She is part of our schools teaching offer and we are hoping to further develop learning resources over the coming year.

We also support students by offering work placements opportunities during university vacations, some of which have been in the past generously funded by the Friends of the Sedgwick Museum.

I'm very happy to lend my support to this initiative and to explore with you whether there are other opportunities for us to support the work that you are doing.

Dr Liz Hide

Director

The Sedgwick Museum of Earth Sciences

University of Cambridge

Downing Street, Cambridge CB2 3EQ

Anthea Simmons, local author

"I think this is a brilliant idea and one which would have appealed to Mary. It is vital that the sciences are able to attract and benefit from the entire talent pool regardless of gender or background. Access to opportunity was what Mary Anning craved, deserved and never got. Today, we can help make amends."

"Ordinary is what most people are and I am not. I am not ordinary at all. I am a scientist."
Lightning Mary

Anthea Simmons lives in Devon with her polydactyl cat, Caramac. After a successful career in the City and a spell of teaching, she finally knuckled down to write and is the author of *Share*, *The Best Best Baby*, *I'm Big Now* and *Lightning Mary*.

Dear Belinda,

Very many thanks for your email.

As I am in haste, I should just let you know that I would be delighted to support your idea of a Mary Anning Fund, which sounds absolutely excellent.

With best wishes,

Yours ever,

Oliver

RT HON SIR OLIVER LETWIN MP

Further background:

Natural History Museum - Mary Anning - Unsung Hero of Fossil Discovery

<https://www.nhm.ac.uk/discover/mary-anning-unsung-hero.html>

Lyme Regis Town Mill Trust**Expression of Interest in funding from the “Ammonite” donation**

The Town Mill is an ancient water mill in the oldest part of Lyme Regis. Built in 1340 on the site of a mill mentioned in Domesday Book, the mill was restored twenty years ago by the Town Mill Trust, having been rescued from demolition; today it is the hub of a complex of buildings housing artisan workshops and galleries.

The jewel in the crown is the flour mill itself, maintained and operated by volunteers, who produce quality stoneground organic flours. This is driven by a huge waterwheel, using energy from the waters of the River Lim. Visitors are surprised and impressed when they “discover” the mill hidden away in the heart of Lyme. Maintaining this Grade 2 listed building and its ancient machinery is costly, and if it were not for the efforts of volunteers, the mill would be unsustainable, and a treasured piece of Lyme Regis history and heritage would be lost.

The entrance into the mill is through a part of the building known as the Front of House, which used to be part of the miller’s 17th Century accommodation.

What the Trust wants to do

It has been recognised by the volunteers and the Trust that this part of the mill lacks adequate focus and impact; there is a desire to develop a themed exhibition to welcome visitors into the building. It is also wished to use this area to cater for those less able to access the rest of the building, which contains several staircases, high steps and uneven floors. The exhibits would complement the tours of the flour mill, prepare visitors for those tours, or offer an alternative experience for those unable to move through the mill, including those with dogs, which cannot enter the flour producing areas.

The Trust wishes to develop a “**Grain to Loaf**” themed exhibition, which would be multi-sensory. It would tell the story of humans’ use of grain for food, specifically bread, from Stone Age to Modern Age. It would also aim to explain the nutritional structure of wheat grains, and the processes involved in turning flour into bread.

We wish to have designed and made a number of visual display boards, telling the story in words and pictures, and several interactive models demonstrating how water wheels and millstones work. Examples of stone age querns, mortars and pestles will be displayed, as well as an iron age rotary quern and one from more recent times. These exhibits will be “hands on” so visitors can enjoy the experience of grinding their own corn. Other interactive display items will include samples of different grains, flours and types of bread. Some of these will be of particular interest to children.

In addition, we wish to provide a tablet that visitors can use in the Front of House to learn about the mill - a virtual walk through tour with a spoken commentary. We

will commission a filmmaker to produce the material for this tablet. A second smaller tablet will be provided for visitors to carry on a tour through the mill, to enable them to learn about the different floors and areas of the mill without the benefit of a miller to guide them; this will also have activities to engage children. The materials for this tablet will again be produced by a professional designer.

Whilst bread would not be baked in the Front of House itself, it is intended that visitors will have the opportunity to sample bread made with Town Mill flour in the Front of House, and to buy such bread in an adjacent bakery. A bread maker will be in use, however, to create the aroma of baking bread. Town Mill rye, wheat and spelt organic wholemeal flours will be available to purchase in the Front of House, as well as kits and other bread making items. The sale of these items will supplement donations, and help make the project sustainable.

For children, there will be a dressing up box for them to wear aprons, hats etc on their tour, especially useful for dedicated schools visits.

Improved signage will direct and encourage visitors through the internal door leading from the Front of House to the 14th Century flour mill.

There is an existing scale model of the Town Mill that needs to be cleaned, restored and have some interactive features added. A volunteer is willing to do the work, but materials will need to be purchased. The model will need a robust glass display case. A smaller model of a Roman water mill also needs similar treatment. These models will be housed either in the Front of House or in other parts of the Mill.

Visitors will be greeted by exhibits that engage all 5 senses, and give opportunities to participate in hands-on activities; the experiences in the Front of House will also prepare and encourage visitors to visit the rest of the mill and experience a tour by a miller who explains the history of the mill and demonstrates the flour making process.

How the Trust funds the Town Mill

In order to implement these plans, the Town Mill would need to raise appropriate funding. The mill is owned and run by the Town Mill Trust, a registered charity. It has 3 paid members of staff, and a large number of volunteers, without whom it would not be sustainable. It receives its funding to manage and maintain the entire site from several sources:

1. Donations from visitors
2. Rental income from artisan tenants and gallery rental
3. Commission from artists' sales in galleries
4. Sales of flour and bread making kits produced at the mill by volunteers
5. Selling surplus electricity from its hydro-electric plant to the Grid
6. Occasional grants from local authorities or other bodies

Estimated costs of the “Grain to Loaf” exhibition

The Mill would need to raise funding to effectively implement this “Grain to Loaf” proposal.

The costs of implementation are estimated as follows:

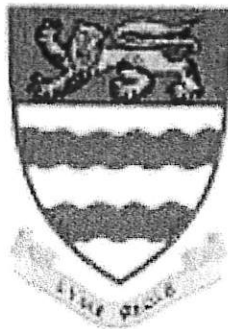
The services of a local designer to advise on aesthetics and style, and to design and produce around 10 display boards, and create an image bank for educational use.....	£6,000
A replica Stone Age saddle quern.....	£150
A replica stone age mortar and pestle.....	£150
A replica Bronze Age rotary quern.....	£200
A replica Roman rotary quern.....	£100
An interactive model demonstrating an overshot waterwheel.....	£500
2 x interactive quiz boards matching corn in the field, grains and flour.....	£500
2 x Interactive quiz wooden jigsaw type resources for children.....	£200
Display models of different types of bread.....	£300
An interactive tablet, with associated software and film installed.....	£1,000
A smaller tablet, with associated software and resources installed.....	£1,000
A dressing up box for children and relevant costumes.....	£500
Food hygiene certification for volunteers managing bread samples.....	£400
Improved lighting for the Front of House.....	£300
Improved signage in the Front of House.....	£500
Furniture, fixtures, a bread maker and additional odds and ends!	£600
Restoration of scale model of the Town Mill and the Roman Mill.....	£2,600

Estimated total:

£15,000

The trustees intend to fund other developments at the Mill by seeking donations from visitors. This “Grain to Loaf” project is seen as a significant discrete attraction that in itself satisfies educational, cultural and recreational objectives, as well as complementing the rest of the Mill experience. We believe that this would enhance the “legacy” credentials of the Town Mill as an important place in the town since Saxon times. We believe the Mill also encourages and supports green sustainability and healthy lifestyle ideals, through its showcasing of water power to drive the mill machinery and the hydro electric plant, and by promoting making ones own bread using wholemeal flours. Any grant funding would be gratefully received so that our plans can be realised; we believe this would be a prestigious addition to the town’s cultural fabric and a rich educational resource for local schools.

For further information regarding this application please contact Robert McLaughlin, Chair of Trustees, email: rmclau2923@aol.com or Petrina Muscroft, Volunteer Coordinator, The Town Mill, Mill Lane, Lyme Regis, Dorset DT7 3PU 01297 444042 or email: petrinatownmill@gmail.com



**Are you a Lyme Regis organisation or charity
planning a significant project?
Could your project benefit from £15,000 funding?**

If so, Lyme Regis Town Council wants to hear from you.

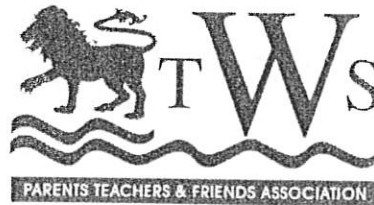
The council has received a donation from Fossil Films following the filming of the Mary Anning biopic, *Ammonite*, in Lyme Regis and would like to support a local organisation to create a 'legacy' project for the town.

Ideally, the council would like to fund a single project which will cost at least £15,000, but applications will be considered for any amount.

Interested organisations are asked to submit expressions of interest to the council, including a brief description of the organisation, a summary of the proposed project, details of how the funding would be used, and a name and contact details.

Expressions of interest should be submitted to
Adrianne Mullins, administrative officer, by emailing
admin@lymeregistowncouncil.gov.uk or by post
Guildhall Cottage, Church Street, Lyme Regis, DT7 3BS

The deadline for expressions of interest is
5pm on Monday 28 October and all submissions
will be acknowledged.



25 October 2019

Adrianne Mullins
Administrative Officer
Guildhall Cottage
Church Street
Lyme Regis DT7 3BS
Dorset

Dear Ms Mullins

Expression of Interest Fossil Films Donation

The Woodroffe School Parent, Teacher and Friends Association ("The PTFA") committee was very interested to learn of the invitation to submit an expression of interest for funding from the Fossil Films donation. Many of our current and past students and parents were involved in the filming of Ammonite and are, like all in the surrounding community, looking forward to the film's release.

The Woodroffe School is an 11-18 comprehensive school of over 1000 students. Described by Ofsted as an outstanding school, The Woodroffe School is known as a dynamic and nurturing learning environment offering students a wide range of learning opportunities. Employing over 100 teachers and support staff, we are one of the largest employers in the local community.

The Ammonite All Weather Canopy

The PTFA like to ask for a grant of £15,000 to cover the cost of design and installation of an all-weather outdoor canopy to be located in the grounds of The Woodroffe School. A key feature of this project will be the incorporation of artwork developed by the students celebrating themes raised in the Mary Anning biopic.

We anticipate that the total cost of the canopy will be in the vicinity of £15,000 to £20,000. The final price will be subject to design and planning considerations. The PTFA will commit to raise any additional funds above £15,000, to ensure the entire project is completed to a high standard.

How the children will benefit:

All current and future children of the school will benefit through having an additional outdoor learning resource area. The students will be able to learn and socialise outdoors, benefitting from the fresh air and spectacular views of Lyme Bay, whilst being protected from the elements all year round.



ptfa@woodroffe.dorset.sch.uk

www.facebook.com/WoodroffeSchoolPTFA

CONTACT US

Uplyme Road, Lyme Regis, Dorset DT7 3LX
www.woodroffe.dorset.sch.uk/PTFA

The artwork which will be incorporated into the design will be a reminder to the students and their teachers of the unique geological, scientific and artistic history of Lyme Regis which was celebrated in the movie.

How the community will benefit:

Any investment in the education of our children, is by its nature, an investment in the future of the wider community.

In addition to improving the educational experience for the students, it would provide a focal point for gatherings of the community. The new headteacher has already embarked on various initiatives aimed at strengthening ties with the community and providing opportunities to welcome the community to the school premises.

How the project would be developed:

Subject to further input from the Town Council, we envisage the project would be developed as follows:

Phase One: Seek input from school leadership, local planning authorities and design engineers to determine the ideal location for the canopy, key design elements and functionality required.

Phase Two: Invite students, under the guidance of our creative design department heads and local artists, to submit design proposals incorporating themes such as palaeontology, Mary Anning, local history etc.

The winning design would be further developed with technical and aesthetic input as required.

Phase Three: Tenders would be sought in full compliance with the Schools' procurement policies and local planning and Department of Education guidelines.

Phase Four: Construction. We would hope that the construction could take place in the later months of this academic year and be completed in time for the 2020-21 academic year.

Phase Five: Opening ceremony. Hopefully there would be an opportunity for representatives of Fossil Films to be our guest of honour in addition to local community members.

Phase Six: Ongoing maintenance. The School's maintenance programme would take over the ongoing safety, cleaning, and maintenance of the canopy.

Who are we:

The Woodroffe School PTFA has been a registered charity (No. 900134) for more than twenty years. Our committee of trustees is made up of current parents, all of whom are volunteers.

Our accounts are audited annually and are available upon request. As we have minimal overheads and no staff costs, we can guarantee that 100% of grant monies received will be dedicated to the specified project.

What we do:

The Woodroffe School PTFA mobilises the energy and commitment of our parents, teachers and friends to support the school through fundraising activities, networking events and other related projects. In addition to generating much needed funds to support key projects at the school, the PTFA plays a vital role in integrating the parent and teacher community.

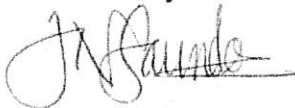
We work closely with the senior leadership team of The Woodroffe School to identify and support priority projects which would not normally be funded. We then seek appropriate ways to raise funds for these projects through grant applications, donations, events and subscriptions.

More questions:

We would be very pleased to provide additional information as required and or to bring a small committee from the school to meet with the Town Council to discuss details.

On behalf of The Woodroffe School PTFA, I would like to thank you for the opportunity to submit this expression of interest and look forward to hearing from you soon.

Yours sincerely



Joanna Naylor Saunders
Chair

Copy to: Sharron Hutchings

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Motion from Cllr Ms B. Bawden on Planning Regulations for Heritage Buildings

Purpose of Report

To allow members to consider a motion from Cllr Ms B. Bawden on planning regulations for heritage buildings

Recommendation

Members consider and vote on the motion from Cllr Ms B. Bawden on planning regulations for heritage buildings

Report

1. The following motion is proposed by Cllr Ms B. Bawden:

‘It is suggested that the present planning regulations for heritage buildings (ie those listed or in conservation areas) fail to encourage those managing the buildings to deal with the consequences of climate change. The Town Council urgently beseeches Dorset Planning Authority to discuss climate change with Historic England and agree local variations to regulations; such as to allow those managing heritage buildings to install double glazing (unless windows of recognized significance), larger gutters, downpipes etc. Without such a change Lyme Regis will not meet the National or local energy climates not can those managing heritage buildings prepare for the now recognized pattern of heavy rainfall.’

2. To provide context to the motion, attached at **appendix 9A** is a briefing note from Peter Coe, chairman, Lyme Regis Society.
3. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019

Briefing paper for Town Clerk to discuss impact of climate change on the built environment

Members of the Lyme Regis Society have some pointed out difficulties that will emerge in the Town Council's programme for managing

1. The challenge of energy targets
2. The management of the built environment.

1. The challenge of the energy target is that some fifty percent of the built environment in Lyme Regis is within the conservation area or listed buildings.

Despite the opportunities to allow solar roof tiles, double glazing etc the conservation officers will not accept these energy conserving technologies. Therefore, the Town Council's energy targets must be met by that fifty percent of buildings which are not listed or in the conservation area.

Having to pay a fee for planning permission (which then has to be fought for) is a deterrent for many of our members. The Local Planning Authority (empowered by Planning (Listed Buildings and Conservation Areas) Act 1990 and the NPPF – see appendices) has the freedom to waive the requirements for planning applications for changes to buildings such as double / treble glazing, use of solar tiles etc. Provided the owners meet the criteria specified by the Planning Authority.

2. The management of the built environment within the conservation area or for listed buildings is that the changing patterns of weather such as rain fall are beginning to increase the deteriorating of the fabric of heritage buildings. Members are thus deterred from changing their rain water disposal systems etc as they have to pay for planning permission to change guttering, hoppers, down pipes etc.

The Local Planning Authority has the freedom (empowered by Planning (Listed Buildings and Conservation Areas) Act 1990 and the NPPF) to waive the requirements for planning applications for changes to rainwater disposal systems etc provided that the owners of heritage building met the criteria determined by the planning authority.

NPPF emphasises that responding to climate change is central to the economic, social and environmental dimensions of sustainable development.

Planning Practice Guidance Sitting below NPPF is a series of Planning Practice Guidance Notes (PPG) issued by Government to inform the conduct of planning. A significant number of these are theme or topic-based and is intended by Government to provide the technical detail that is beyond the remit of the NPPF. There are currently two relevant PPGs to this Background Paper: Climate Change¹⁶ Addressing climate change is one of the core land use planning principles which NPPF expects to underpin both plan-making and decision-taking. To be found sound, Local Plans need to reflect this principle and enable the delivery of sustainable development in accordance with the Framework's policies. These include the requirements for local authorities to adopt proactive strategies to mitigate and adapt to climate change in line with the provisions and objectives of the Climate Change Act 2008, and co-operate to deliver strategic priorities which include climate change. Additionally there is a statutory duty on local planning authorities to include policies in their Local Plan which are designed to tackle climate change and its impacts. This complements the sustainable development duty on plan-makers and the expectation that neighbourhood plans will contribute to the achievement of sustainable development.

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Grants

Purpose of Report

To allow members to consider the categorisation and split of grants and to approve the processes and timetables for inviting grant applications and making decisions on their allocation

Recommendation

- a) Members approve the introduction of a revenue budget and a community fund
- b) Members approve a revenue grants' budget of £70,000 and a community fund budget of £10,000
- c) Members approve the processes and timetables for inviting grant applications and making decisions on their allocation, paragraphs 23 to 26

Background

- 1. On 13 November 2019, this committee considered a report on the council's overall grants' budget. Following consideration, the committee made the following recommendation to the Full Council:

'to set the total amount of grants to local organisations in 20/21, 2021/22, 2022/23, 2023/24 and 2024/25 at £80,000 per year.'
- 2. Following a proposal by Cllr R Doney, the meeting also agreed that he would work with officers to explore his proposal on the allocation of grants, to include a 'social fund' and a 'discretionary fund', with greater emphasis being put on match funding.
- 3. This committee recommendation was approved by a Full Council resolution on 20 November 2019.

Report

Re-defining grant categories

- 4. The council currently has three grant categories: major, medium and minor. Major grants are awarded for medium-term revenue funding and significant projects, medium and minor grants are awarded annually; the former is capped at £4,999 and the latter at £999.

5. Following a meeting between Cllr R. Doney and the town clerk on 9 December 2019, the proposal is to create a revenue grants' category and a community fund for council grants.
6. The revenue grants' category is different from major grants in that it applies to revenue grants, only, and includes within its remit consideration to applications from any organisation that can demonstrate a need for ongoing financial support. Revenue grants would be for five years.
7. Applications to the community fund would be for capital projects. Grant applications would be submitted annually, and funding preference given to applications that help and support the community.
8. Community grants would be capped at £1,000. For grants of up to £500, applications would require minimal supporting documentation. Grants above £500 would require match funding of at least 50%.
9. The council has several issues to consider: the split between the revenue grants' budget and the community fund, inviting grant applications and making allocation decisions, and a review of grants' policies and procedures.

The split between major grants and the community fund

10. The following organisations have been beneficiaries of major grants since 1 April 2016:

	£
Marine Theatre	30,000
LymeForward	15,000
The Hub	10,000
Lyme Regis Fossil Festival	5,000
B sharp	5,000
Lyme Regis Football Club	25,000 ¹

11. Excluding the football club, this represents an existing annual commitment of £65,000.
12. If this level of revenue grant commitment continues, the amount left for the community fund grants is £15,000.
13. Historically, the council has, in effect, provided annual revenue funding to other organisations that support the community, e.g., the Citizens'; Advice Bureau (CAB) at c£5,000pa and Axe Valley Ring and Ride at £2,500.
14. If the council intends to continue funding these organisations, there's an argument for including them in the revenue grants' category.
15. If, for example, the current level of grant funding for the CAB and Axe Valley Ring and Ride moves in to the revenue grants' category, this would create a

¹ Lyme Regis Football Club was allocated £100,000 for projects. This has been averaged out at £25,000pa over four years. On 20 March 2019, the Full Council agreed to extend the football club's eligibility for grant funding until 31 March 2021. This did not increase the amount of grant.

- budget allocation of £72,500. However, this leaves £7,500 only, for a community fund budget.
16. A more realistic budget allocation between the major grants' budget and the community fund would be a £70,000/£10,000 split, with a condition that CAB and Axe Valley Ring and Ride's grant funding comes from the revenue grants' budget.

Policies and procedures

17. The council currently has a major grants' policy and a minor and medium grants' policy, both of which will need to be re-drafted to reflect the new grants' regime and to guide applicants.
18. New policies and procedures will be taken to the Full Council meeting on 8 January 2020, ahead of the application process.

Inviting revenue grant fund applications

19. Recipients of revenue grants need early certainty of their allocation, i.e., they need to set their 2020-21 budget and medium-term funding, shortly.
20. Consequently, the council should aim to inform revenue grant recipients of their funding no later than early-February 2020.
21. An associated issue is, who should receive revenue funding from the town council?
22. The assumption shouldn't be that existing major grant recipients are future revenue grant recipients.
23. The council should issue a public notice informing local organisations that it is seeking revenue grant applications. This notice needs to be issued after the Full Council meeting on 8 January 2020, with a closing date of end-January 2020.
24. To allow local organisations to factor a town council revenue grant into their 2020-21 budget, an extraordinary Full Council is required at the beginning of February 2020 to allocate revenue grants. A proposed timetable is:
25.

Public notice for revenue grant applications	9 January 2020
Closing date for applications	Noon, 27 January 2020
Extraordinary Full Council	4 February 2020

Inviting community fund applications

26. The town council's timetable for community fund applications can mirror the medium and minor grant timetable, i.e., a public notice is issued in mid-January 2020 informing local organisations the council is seeking community fund applications, with a closing date at end-February 2020. A proposed timetable is:

AGENDA ITEM 10

Public notice for community fund applications
Closing date for applications
Extraordinary Full Council

13 January 2020
28 February 2020
8 April 2020²

27. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019

² This date is already listed in the calendar of meetings for an extraordinary Full Council (grants) meeting.

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Dorset Council and Lyme Regis Town Council Assets on-and-around Monmouth Beach

Purpose of Report

To allow members to consider what action to take following Dorset Council's encroachment on town council-owned land on Monmouth Beach and to allow members to consider and agree a timetable for making decisions on future arrangements with Dorset Council about the adjacent hard-standing area which is used for boat storage and the 'harbourmaster's' store

Recommendation

- a) Members consider the report and instruct the town clerk in respect of Dorset Council's encroachment on Monmouth Beach
- b) Members agree the decision-making process and timetable for determining future arrangements with Dorset Council for the adjacent hard-standing area and the 'harbourmaster's' store.

Background

- 1. Dorset Council has encroached onto town council-owned land on Monmouth Beach. The area which has been encroached is the accreted beach on the seaward side of the hard-standing area used for boat storage. The town council registered title to this land in 2008.
- 2. The encroachment includes beach reprofiling, the erection of structures and boat storage.
- 3. On 19 November 2019, the Dorset Council working group questioned Dorset Council officers about the encroachment and the structures built on the accreted land. At the meeting, Dorset Council officers gave reasons for the encroachment but acknowledged permission hadn't been obtained for use of the land. The minutes of the working group meeting on 19 November 2019 are elsewhere on this agenda.
- 4. At the meeting, it was agreed the town clerk would take a report to the Strategy and Finance Committee early in the new year to allow members to consider its position. This report is being brought to this meeting to allow early determination of this matter.

Report

Encroachment

5. The council's options include:
 - do nothing and let the current arrangement prevail
 - let the current arrangement prevail and enter into an arrangement with Dorset Council for use of this land. This would include rent payment
 - instruct Dorset Council to remove its structures, only
 - instruct Dorset Council to remove its structures and reinstate the area to its previous level.
6. Dorset Council's officers have said they would like to continue to use the accreted land to support the harbour; the town council has already indicated its support for a working harbour
7. However, councillors have expressed concerns over the height of the accreted land and wooden fencing along with the creation of an 'arrowhead' which means waves can't wash over when they hit the wall.
8. Separately, Natural England has raised concerns about the reprofiling of the beach and the creation of man-made structures on it. This was mentioned in the context of concerns about other issues on the beach and arose because the town council is landowner and might be looked at to either intervene in this capacity or be subject to enforcement action.
9. The town council has also been approached by members of the public who have expressed their concerns about access restrictions caused through the structures on the accreted land.
10. These concerns constrain the council's ability to opt for any form of the status quo. Similarly, removing structures on the beach, only, doesn't address concerns about the re-profiled height of the beach.
11. Because of these considerations, the option to instruct Dorset Council to remove its structures and reinstate the beach to its previous level, becomes a pragmatic proposition.
12. If this committee's recommendation to the Full Council is Dorset Council should remove its structures from the accreted land and reinstate the beach to its previous level, it's important Dorset Council is given time to action this instruction; 31 March 2020 is suggested.

Future leasehold arrangements

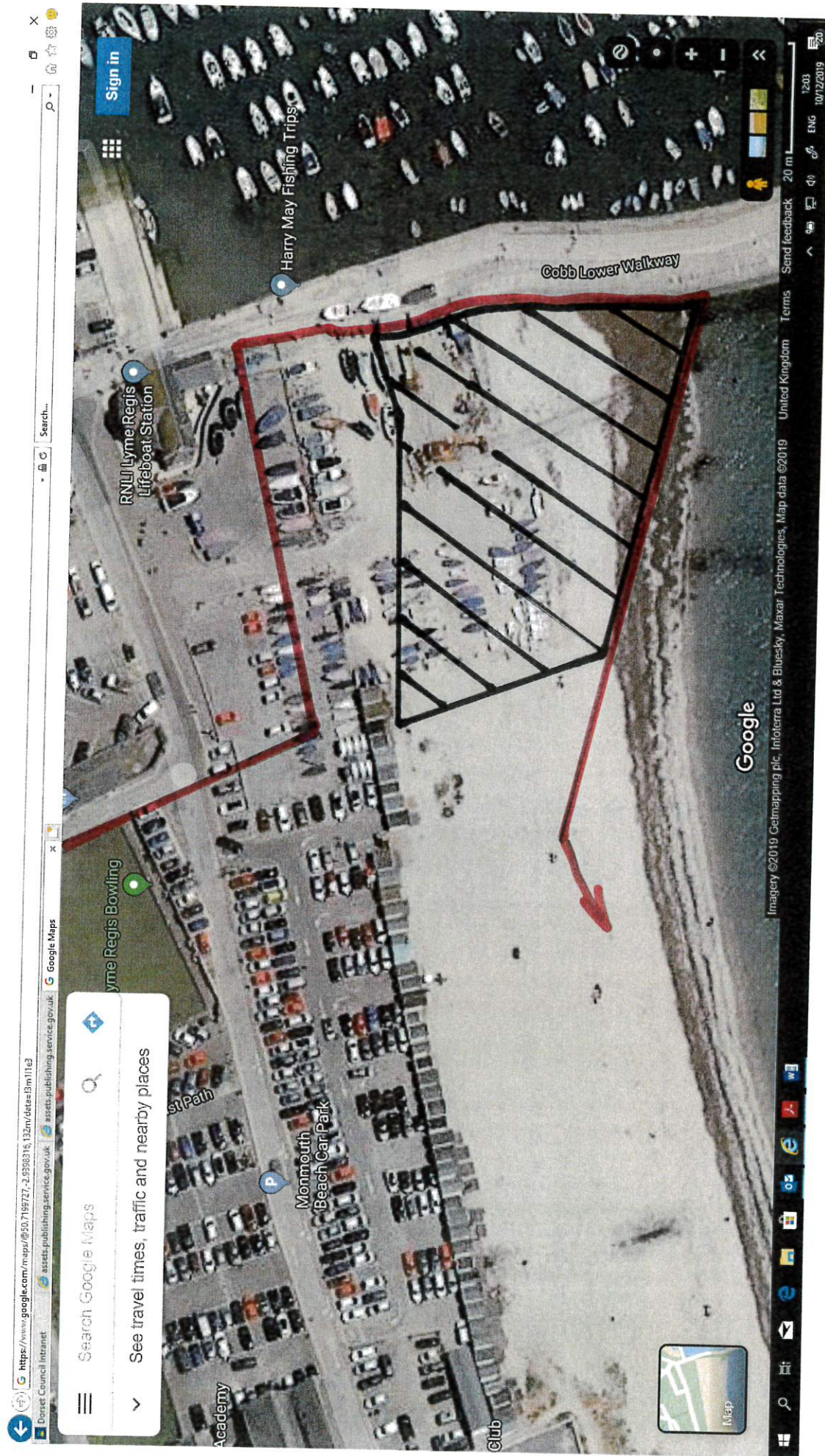
13. Decisions are required on future leasehold arrangements with Dorset Council concerning the adjacent hard-standing area which is currently used for boat storage and the 'harbourmaster's' store.

AGENDA ITEM 11

14. To bring these matters to a close, the town clerk is proposing a Dorset Council working group meeting on Tuesday 21 January 2020. The purpose of the working group is to formulate recommendations on these two issues for consideration by the Strategy and Finance Committee on 5 February 2020.
15. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019

APPENDIX 11A



Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Lyme Regis Bowling Club Counter-Proposal

Purpose of Report

To allow members to receive a counter-proposal from Lyme Regis Bowling Club in response to a Full Council resolution on 13 February 2019

Recommendation

Members consider the counter-proposal from Lyme Regis Bowling Club and instruct the town clerk

Background

1. The council has been considering the future of assets on-and-around Monmouth Beach since 5 August 2014: the bowling club car park lease has been part of the working group's considerations. On 2 November 2016, the Full Council resolved:

‘to increase the lease rent for the bowls’ club house and bowling green to around £4,000 and to charge a lease rent for the bowls’ club car park based on 50% of the current income the council receives from its parking spaces in that location, to take effect from 1 January 2019 and 1 January 2020, respectively.’
2. On 13 December 2017, the Full Council resolved:

‘that consideration of the bowling club lease be referred back to the Assets-on-and-around Monmouth Beach car park working group for further and more detailed consideration to include the current capacity and configuration of the car parking area and the number of public spaces which could be achieved within that area at current recommended space standards and having regard to the existing and potential layout of the wider area, including any constraints imposed by the adjoining footpath; and that a further meeting be arranged with the bowling club, to include member representation.’
3. On 2 May 2018, the Strategy and Finance Committee considered a recommendation from the council's Assets on-and-around Monmouth Beach car park working group meeting on 10 April 2018 and made the following recommendation to Full Council:

‘to charge the bowling club for 12 spaces at the full market value, but to negotiate a percentage figure if the club is willing to relinquish use of the car park during agreed months, and if the club is willing to break the lease immediately, and to arrange a meeting between representatives of the council and the bowling club to start negotiations.’

4. This recommendation was approved by resolution of the Full Council on 9 May 2018. The same meeting also resolved:

‘that Cllrs G. Turner and B. Larcombe meet with the bowling club, and if either could not attend a meeting, Cllrs O. Lovell and J. Scowen would stand in.’
5. Cllrs B. Larcombe and Turner held two meetings with representatives of the bowling club.
6. On 15 January 2019, the Assets on-and-around Monmouth Beach car park working group met to receive feedback from Cllr B. Larcombe and Cllr G. Turner on their last meeting with representatives from the bowling club and to consider an email dated 29 November 2018 from the bowling club to the town clerk.
7. The working group’s recommendation to the Full Council was:

“to agree there are 12 spaces in the existing bowling club car park, to agree a deal where the council takes back the car park for six months in the off-season for public parking, to agree a 30% charge on fee (£7,020), with flexibility for the bowling club to fit as many vehicles as it wanted in the car park, and to enter into a five-year agreement on this basis, with a rent review after three years.’
8. On 13 February 2019, the Full Council resolved:

‘to agree there are 12 spaces in the existing bowling club car park, to agree a deal where the council takes back the car park for six months in the off-season for public parking, to agree a 30% charge on fee (£7,020), with flexibility for the bowling club to fit as many vehicles as it wanted in the car park, and to enter into a seven-year agreement on this basis, with a rent review after three years.’

Report

9. On 25 March 2019, the bowling club were formally notified of the council resolution.
10. Following a meeting between the mayor and bowling club representatives, a meeting took place between the bowling club, the mayor and the town clerk on 31 October 2019.
11. At the meeting on 31 October 2019, the bowling club ran through a counter-proposal to the council’s resolution of 13 February 2019. On 1 November 2019, the bowling club confirmed its counter-proposal in writing, **appendix 12A**.
12. In summary, the bowling club’s counter-proposal seeks a lease of at least 15 years, proposals from the council for winter use of the car park, a determination of repair and maintenance obligations for the car park and six unreserved winter car parking passes for Monmouth Beach car park.

13. Any decision to amend a resolution of the council sits with members.
14. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019

Adrianne Mullins

From: John Wright
Sent: 25 November 2019 10:40
To: Adrianne Mullins
Subject: FW: Bowling Club Lease Renewal

Follow Up Flag: Follow up
Flag Status: Flagged

Adrianne

This is the appendix to the bowling club report for s&f on 17/18 December 2019. The main report will be with you later today.

John

From: Alan Nabarro <alan.nabarro@talk21.com>
Sent: 01 November 2019 10:21
To: John Wright <townclerk@lymeregistowncouncil.gov.uk>
Cc: Brian Larcombe <brianlarcombe@hotmail.co.uk>; Charlie & Chris Barber <chasbarber@hotmail.com>
Subject: Bowling Club Lease Renewal

John,

Thank you to the Mayor and the Town Clerk for meeting with Charlie Barber and Alan Nabarro of the Lyme Regis Bowls Club on 31/10/2019 to discuss where we are in terms of agreeing the new Lease for the Bowls club, green and the land that we use for car parking. Please find our observations on some detail in terms of moving forward from the relevant council resolution towards the preparation and signing of a new lease.

Length of term

The bowls has pointed out that without the land used for parking the club could not operate. The reasons for this have been spelt out in many previous reports and we do not propose to rehearse these again - previous reports can be looked at if it is necessary to support this. This does mean that the lengths of term for the club and land for car parking need to be the same. The club cannot commit to having a liability to pay rent on any of the parts without the other parts being available.

We therefore come to what the term of lease should be. Councillors have stated that the bowls club is an important and integral feature of the town. The previous leases were for 25 years. The Bowls Club has plans to continue investing in the club and green and has a need to be confident that these investments have a reasonable time to deliver value from such investments. Also ongoing member recruitment is always high on the agenda due to inevitable natural decline in existing membership due to old age. New members will only be encouraged to join a club that has a confident future. The Bowls Club would like a 25 year period but cannot envisage a lease of less than 15 years. If Councillors are concerned about radical decline in membership numbers resulting in an inability to meet our financial obligations under the lease then this inability to meet obligations would be a normal reason for the tenancy to be challenged by the council.

Winter Use

The current proposal envisages that the land used for club members car parking would only be exclusive to such members between 1st April and 30th September each year. The other six months would be used by the council. This is a new arrangement and raises a number of issues of detail. We need to understand how

ASI X104399A

the council intend to use the land during the winter and be reassured that this would not inhibit the club from their use during the summer period. Obviously the club could not take on responsibility for repair and maintenance when use is shared in this way. Such repair and maintenance was not included anyway in the previous lease and the council has always held this responsibility. Intentional damage by the club or its members during the summer period would have to be accepted as the club's responsibility.

The club continues to need to carry out maintenance and management during the winter period, including spraying and specialised treatment of the green using specialist and heavy equipment by contractors, decoration and maintenance of the green and clubhouse by members and executive and other committee meetings. An allocation of six unreserved winter parking passes for the Monmouth Beach area is necessary to facilitate these activities.

General

With these matters of detail being agreed we look forward to moving forward. The council will prepare legal documentation in accordance with both the factual agreement and in the spirit of our discussions towards a lease acceptable to both sides.

Regards

Alan

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Sea Sports and Adventure Centre Proposal

Purpose of Report

To allow members to consider a proposal from Lyme Regis Gig Club to create a joint working group with the town council to develop a Sea Sport and Adventure Centre in the Monmouth Beach area.

Recommendation

Members consider the proposal and instruct the town clerk

Background

1. On 18 November 2019, Lyme Regis Gig Club wrote to the town clerk with a proposal to create a joint working group with the town council to develop a Sea Sport and Adventure Centre in the Monmouth Beach area.
2. On 20 November 2019, Marcus Dixon from the gig club spoke about this proposal in the public forum.
3. Attached, **appendix 13A**, is an outline of the gig club's proposal.
4. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
November 2019

Lyme Regis Town Council Strategic Plan - Sea Sports & Adventure Centre Proposal

An active lifestyle increasingly is important for the quality of life for local people of all ages in Lyme Regis and surrounding areas.

Lyme Regis does not have a well-equipped, community-oriented Leisure Centre, as do neighbouring Bridport and Beaminster, however, Lyme Regis offers a range of sports and adventure activities. Many of which are sea oriented and based at The Cobb, offering people fitness, supporting health and well-being through team sports, learning new skills and expertise, enjoying and appreciating the natural environment and having fun. For what can be a rather disparate community these activities support social inclusion, bringing older and young people together in a positive, shared activities and economic benefits for the Town.

Whilst other important Lyme Regis sports and recreational clubs including the Town's Sailing Club, Bowling Club, Cricket Club, Football Club and Powerboat Club have their own facilities. Many sea sporting activities and Lyme Regis Gig Club do not and would also benefit from a purpose built facility in the area of the harbour from which to continue to develop their opportunities for local people and visitors. It's surprising how many local young people in our coastal town don't have the opportunity to experience and enjoy the sea and seafaring.

Lyme Regis Sea Sports And Adventure Centre is a proposal to design and develop a new facility in the Monmouth Beach area on land belonging to Lyme Regis Town Council.

The proposed Centre is envisaged as being a two-story, steel framed structure (approximately 20m X 10M) with wooden cladding and a roof architecturally based on the upturned hull of a Cornish Pilot Gig.

The proposed Centre will be:

- A base for Lyme Regis Gig Club providing a shared classroom supporting safety courses and training for the Lyme Regis Club and British Rowing accredited safety courses for other Gig Clubs, a maintenance for two wooden pilot gigs and a boatbuilding workshop/studio space for building and maintaining gigs.
- An accessible, professionally run gym and fitness space over-looking the sea for all Sea Sports And Adventure Centre Members offering rowing machines, weights, fitness bikes and circuit training, from early in the morning through to the evening.
- A meeting and storage space for kayakers, body boarders, kite surfers, sea canoers, coasteering, endurance swimming, scuba diving, water polo, Beach Volleyball and providing

meeting room for their development, management, communications, sea safety information and equipment.

- A meeting place on Monmouth Beach where young people including local primary schools can learn about the shoreline, sea safety, fossil code and act as an all-weather base for rock pooling and fossil hunting – including higher education geology students who each year visit Monmouth Beach and Lyme Regis as part of the studies.
- A base from which to plan Tall Ship sailing, DofE, walking/mountaineering, parachuting and other adventurous activities that will enable young people to discover their abilities, values, passions and responsibilities in situations that offer challenge and the unexpected.
- A café providing refreshment for all users.

The Lyme Regis Sea And Adventure Centre proposed as a stand-alone, sustainable charitable community enterprise, including a management team and committee representing the user groups. The Centre will generate rental income for Lyme Regis Town Council as well as additional year-round car parking revenue and act as a platform in creating employment opportunities, particularly for local young people.

The initial capital costs for the Lyme Regis Sea Sports And Adventure Centre will be realised through a funding strategy including applications to 'Power To Change', Coastal Communities Fund, Sport England and other trusts and grants.

The revenue funding would be generated through an accessible Membership fee, room hire, gym and fitness classes, subletting space to participating Clubs and commercial activities including café.

I'd like to suggest that Lyme Regis Town Council and Lyme Regis Gig Club establish a joint working group to develop the Sea Sport & Adventure Centre concept. The tasks will include identifying an appropriate site within Monmouth Beach area, needs analysis, statement of requirements including with user groups, drafting a business plan and outline design.

Committee: Extraordinary Strategy and Finance

Date: 17 December 2019

Title: Land Stability

Purpose of Report

To inform members of the extent of land movement at Monmouth Beach and Ware Cliff and Langmoor and Lister Gardens

Recommendation

Members note the report

Background

Monmouth Beach and Ware Cliff

1. Land movement at Ware Cliff and above Monmouth Beach was last reported to this committee on 14 March 2018. At that point in time, the assessment of the council's geotechnical engineer, Peter Chapman, PCRM Consultancy, was no movement of concern had been recorded. This assessment was consistent with the previous land stability report to this committee on 1 February 2017.
2. Land movement on Ware Cliff and above Monmouth Beach has been monitored three times in 2019: 29 January, 4 July and 21 November.
3. PCRM's assessment is, 'no significant movement of the monitoring locations has been recorded.' PCRM's email to the town clerk is attached, **appendix 14A**.

Langmoor and Lister Gardens

4. Land movement in Langmoor and Lister Gardens has been raised at the Town Management and Highways Committee; concerns relate to cracks in the footpaths. This matter is reported to this committee because of the strategic and cost implications associated with land movement, as well as to bring all reports on land movement under the remit of one committee.
5. PCRM's assessment is, 'movement is consistent with seasonal changes in volume of the underlying clay i.e. cracks closing over the winter and opening during the summer.'
6. Further monitoring over the winter should confirm, or not, this assessment. PCRM's email to the town clerk is attached, **appendix 14B**.
7. Any recommendations from this committee will be considered by the Full Council on 8 January 2020.

John Wright
Town clerk
December 2019

Adrianne Mullins

From: Peter Chapman <peter@pcrmconsultancy.co.uk>
Sent: 05 December 2019 11:33
To: John Wright
Cc: Mark Green
Subject: Monmouth Beach Chalets and Caravans Site, Ground Marker Monitoring

Dear John

The ground markers at the Monmouth Beach site have been monitored on three occasions this year: 29 January, 4th July and 21st November. The latest, following a relatively long period during October and November of increased rainfall. No significant movement of the monitoring locations has been recorded.

Landslip risk reduction work was carried out in early 2015, with remedial works to the slip above the Harbour Master Stores in early 2016. That work followed the landslipping, which occurred in the winter of 2012-2013 and resulted in the loss of a number of chalets in the Ware Cliff area of the site. Since the landslip risk reduction work was completed, the ground marker monitoring has not shown any significant movements. The monitoring of movement and the reporting of results to Technical Services at Dorset Council is a condition of the planning approval for the site. As such, I will continue to arrange the monitoring work and report the results to them. That notwithstanding, it is important to, in particular, check for movements that may again affect the access road to the Bowling Green chalets above the Harbour Master stores. As expected, material continues to accumulate above this area within the SSSI and the weight of that accumulation has the potential to reactivate movement under the road.

I hope the above is clear and sufficient for your purposes at present. However, should you have any queries please do not hesitate to contact me.

Regards

Peter

PCRM Consultancy
Consulting Civil, Structural and Geotechnical Engineers

1 Kings Square, Bridport, Dorset, DT6 3QE

Tel: 01308 422933

Adrianne Mullins

From: Peter Chapman <peter@pcrmconsultancy.co.uk>
Sent: 05 December 2019 12:46
To: John Wright
Cc: Matt Adamson-Drage; Mark Green
Subject: Footpath Cracking, Langmoor Gardens

Dear John

Following concerns regarding the cracks appearing in the footpaths in Langmoor Gardens I have been measuring the change in widths of selected cracks since October 2018, and Lewis Brown, Chartered Land Surveyors have undertaken a topographical survey of the whole gardens including establishing ground markers for monitoring movement.

The crack width monitoring has shown movement consistent with seasonal changes in volume of the underlying clay i.e. cracks closing over the winter and opening during the summer.

Lewis Brown placed ground markers and baseline readings were taken on 29 March 2019. The first set of monitoring readings were taken on 1 November 2019, effectively recording relative movements over the summer period. The elevations of all the markers either remained the same or dropped in height with the surveying recording falls in level between 1mm and 19mm. Linear movements were of a similar scale, between 1mm and 9mm. Where markers were positioned either side of cracks, these recorded differential movements consistent with the southern, or seaward side of the crack, moving down and towards the sea relative to the northern side of the crack. Differential movements of between 1mm and 9mm were recorded. The movement over the summer is consistent with the shrinkage of underlying clay due to loss of moisture. We wait to see what happens over the winter as far as the ground markers are concerned. If the cause of the cracking seen is clay shrinkage rather than slope instability, the readings taken following the winter should show a rise in elevation of the markers and a reduction in the differential movements of markers either side of cracks.

I hope the above is clear and sufficient for your purposes at present. However, should you have any queries please do not hesitate to contact me.

Regards

Peter

PCRM Consultancy
Consulting Civil, Structural and Geotechnical Engineers

1 Kings Square, Bridport, Dorset, DT6 3QE

Tel: 01308 422933