

**LYME REGIS TOWN COUNCIL**

**TOURISM, COMMUNITY AND PUBLICITY COMMITTEE**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 10 JANUARY 2024**

**Present**

**Chairman:** Cllr D. Ruffle

**Members:** Cllr C. Aldridge, Cllr B. Bawden, Cllr M. Ellis, Cllr P. Evans, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr R. Smith

**Officers:** C. Austin (administrative and community engagement assistant), A. Mullins (support services manager),

**Guests:** D. Lockwood (Arts Development Company)

**Absent:** Cllr R. Smith

**23/50/TCP Public Forum**

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

**23/51/TCP Apologies**

Cllr C. Aldridge – holiday  
Cllr M. Ellis

**23/52/TCP Minutes**

Cllr B. Bawden said the statement in minute number 23/39/TCP regarding the Totally Locally Update was incorrect and asked for it to be changed because she planned to pursue the project next year.

Proposed by Cllr D. Sarson and seconded by Cllr C. Reynolds, the minutes of the meeting held on 15 November 2023, with the above amendment, were **ADOPTED**.

**23/53/TCP Disclosable Pecuniary Interests**

There were none.

**23/54/TCP Dispensations**

There were none.

**23/55/TCP Matters arising from the minutes of the previous meeting held on 15 November 2023**

## **Annual event for residents**

The support services manager said the results from the residents' event consultation showed preference for a big event taking place in either May or June. She said the most popular options were live music, food and drink, open-air theatre/cinema and the most popular location was the Langmoor/Lister Gardens and the seafront/Marine Parade. She said a high proportion of residents who responded would be happy to pay for entry to an event with a subsidised discount on food and drinks. She said she had met with the town clerk and Cllr D. Ruffle to discuss ideas for the event and a report would be taken to the next meeting of this committee. She said June was the most popular month and provisional dates for the residents' event weekend were 15/16 June 2024 or 29/30 June 2024. She said the event should take place over two days to make full use of a stage. She said it was the Woodroffe School's centenary and the 200 year anniversary of the RNLI and it would be nice to include both organisations in the celebrations.

## **Weddings at The Guildhall**

The support services manager said she and the administrative and community engagement assistant had a positive meeting with Dorset Registration Service and progress for weddings on the beach looked promising. She said the registration service were eager to get Lyme Regis approved for weddings on the beach, as the town would be the only beach-wedding venue in Dorset. She said it would require an outdoor linked area with a built premise, which needed to be a permanent structure and therefore the Langmoor Room, Performance Area or even a beach hut could work, if there was enough space for six people to fit in to sign the official documents. She said if the weather was awful the Guildhall would be a plan B option and the flat roof area above the amusement arcade was also an outdoor option. She said photographs had been taken and sent to the registration service and a site visit would take place shortly.

## **23/56/TCP Update Report**

### **Tourism microsite**

The support services manager said she had confirmation from Toad Hall Cottages they would offer a £300 holiday voucher as a prize for the photography competition through Visit Dorset. She said it would be launched in January and be advertised and promoted through an e-newsletter, social media and the website. She said it would provide lots of photographs to be used across the website and social media.

### **Business Group**

The support services manager said she had spoken with Save Our High Street, who had been contacted by a trader in Lyme Regis who had asked for support in setting up a business association in the town. She said the organisation provide a range of support services to business groups, including administration support in the first three months, taking minutes, organising meetings, and

helping to set up a committee. She said she had spoken about the support the town council could offer businesses, such as the business briefing and the Gateway scheme.

Cllr B. Bawden said she had meetings with Dorset Council in terms of the potential for funding support. She said if the business association was well set up and working well, they could apply to become a Business Improvement District (BID). She said she had forwarded this information on to the organisers of the Lyme Regis Business Association but hadn't heard how the inaugural meeting had gone.

### **Value of Tourism**

The support services manager said the data from the survey had arrived a few hours before the meeting. She said it would be shared with members and other organisations that would benefit from the information.

## **23/57/TCP Tourism, Community and Publicity Committee – Objectives**

### **Residents' Newsletter**

The support services manager said the date with Royal Mail had now been confirmed and the second edition of the residents' newsletter was scheduled for w/c 26 February 2024.

### **Bursary Scheme**

The support services manager said there would be a report to inform members of the bursary scheme progress at the end of year.

### **Coronation Bench**

Cllr D. Sarson said The Boat Building Academy (BBA) would be inviting King Charles to see the coronation bench.

The support services manager said King Charles would be invited as he was an advocate for traditional crafts. She said the town council and the BBA would work together as a joint approach to create a programme of events for the King's visit, if it were to go ahead.

## **23/58/TCP To receive the minutes of the D-Day 80 Working Group meeting on 23 November 2023**

Proposed by Cllr D. Ruffle and seconded by Cllr D. Sarson, the minutes of the meeting held on 23 November 2023, were **ADOPTED**.

## **23/59/TCP Sculpture Trail**

The chairman invited D. Lockwood from the Arts Development Company (ADC) to speak on this item.

Cllr D. Ruffle said Cleo Evans had left the Arts Development Company, but she had offered to continue to collate and manage the sculpture trail on a freelance basis.

D. Lockwood said Cleo was unable to take on contracts that had been given to the ADC.

Cllr D. Ruffle said the other option would be to manage the sculpture trail in house.

D. Lockwood said the ADC could support the town council with management of the sculpture trail, including making relationships with other local authorities that managed their own sculpture trails and other organisations that managed outdoor public art. He said the council needed to think about the money being spent per year and how to leverage in more money, thinking about the overall spend on culture within the town.

Cllr C. Reynolds asked if the ADC were to help the town council manage the sculpture trail, would it provide contact details of the current artists or help to find contact details for new artists.

D. Lockwood said the ADC could provide contact information for the current artists and if the town council wanted to find new artists, the best way to do this would be to do a call out for local artists.

The support services manager said the initial report had been written before meeting with D. Lockwood. She said the members had not had the chance to review notes from the meeting and the working group would reconvene to discuss further and consider how to take the matter forward. She said a report with all the options would be brought to the next meeting of this committee.

Proposed by Cllr B. Bawden and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to repair and purchase the sculpture 'Juggler' at £510 and £2,050, respectively, to be funded from the additional £3,000 allocation to the sculpture trail in 2023-24.

## **23/60/TCP Visit Lyme Regis Membership Review**

Cllr D. Ruffle said most businesses in the town would now have their own website or at least a presence on social media platforms, whereas years ago they would not have. He said the idea of using a website such as Visit Lyme Regis to advertise a business was outdated.

Proposed by Cllr C. Reynolds and seconded by Cllr D. Ruffle, members agreed to **RECOMMEND TO FULL COUNCIL** to keep the current charging structure for the Visit Lyme Regis website.

**23/61/TCP Jubilee Pavilion**

Members noted the report from A. Vian on the management of the Jubilee Pavilion.

Cllr P. Evans said there were a lot of things needed to be done to return the pavilion back to the welcome point it was before. He said it would be unfair to expect the volunteers to foot the cost of the restoration and the town council should pay for the restoration works listed. He said a starting point would be to receive a cost breakdown from A. Vian.

The support services manager said members had not discussed how the town council would approach the management of the pavilion. She said an agreement should be made regarding the tenure of occupation and costing. She said there was no budget set aside to make the necessary restorations. She said members needed to think about a review mechanism, whether members wanted to be provided with information on the building's use, whether there should be any restrictions on the use of the building and whether there should be a cap on the utility expenditure. She said she would approach A. Vian for some guidance and bring a report to the next meeting of this committee. She said it was important for the town council not to get involved in the micro management of the Jubilee Pavilion but ultimately the building was still a council asset.

Cllr C. Reynolds said it was a concern the report listed many things that would be reinstated, with no discussion on how or when it would be done.

The support services manager said a new town map was not necessary as the town council already produced a town map.

Members discussed the report and provided guidance to the support services manager to take forward with A. Vian on the management proposal.

The support services manager said the council had decided not to allow commercial use of the building but ultimately the management of the facility had been handed over to A. Vian.

**23/62/TCP Grant Review, Bridport and District Citizens Advice**

The support services manager said the service was well used and much needed.

Cllr C. Reynolds said the majority of the Citizens Advice team were volunteers but there were a few paid members of staff.

**23/63/TCP Grant Review, Lyme Arts Community Trust**

Members noted the report.

**23/64/TCP Managing Consultation Exercises**

Cllr B. Bawden said Dorset Council had very short deadlines on its consultation exercises, which would not provide an effective public response.

The support services manager said the Rural Services Network had launched a survey consulting on how public services have fared over the past three years in the town and parish. She said the closing date for the survey was very short and there was no time to go through the committee. She said she would share the survey with members and it was in the town council's interest to respond as they campaigned on behalf of rural services.

## **23/65/TCP      Seafront WiFi**

Proposed by Cllr D. Ruffle and seconded by Cllr B. Bawden, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential matters relating to relating to the financial or business affairs of any particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

Proposed by Cllr C. Reynolds and seconded by Cllr D. Ruffle, members agreed to **RECOMMEND TO FULL COUNCIL** to leave the existing arrangements for public and free-to-use seafront WiFi in place until the current hardware requires replacement or until 31 January 2025, whichever is earlier, at which point it be not replaced and the contract with Club WiFi ended, and for officers to finalise options and prices for achieving a separate, secure and improved link to the card reader at the mini-golf facility and report back as soon as that information is available.

*The meeting closed at 8.26pm.*