



John Wright
Town Clerk

Lyme Regis Town Council
Town Council Offices
Guildhall Cottage
Church Street
Lyme Regis
Dorset
DT7 3BS

email: enquiries@lymeregistowncouncil.gov.uk

Tel: 01297 445175
Fax: 01297 443773

Tourism, Community and Publicity Committee

Core Membership: Cllr P. Evans (chairman), Cllr C. Reynolds (vice-chairman), Cllr C. Aldridge, Cllr G. Caddy, Cllr M. Denney, Cllr S. Cockerell, Cllr M. Ellis, Cllr D. Holland, Cllr S. Larcombe, Cllr G. Turner, Cllr A. Wood

Notice is given of a meeting of the Tourism, Community and Publicity Committee to be held at the Guildhall, Bridge Street, Lyme Regis on Wednesday 5 March 2025 commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
28.02.25

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

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

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

Members are reminded that in reaching decisions they should take into consideration the town council's decision to declare a climate emergency and ambition to become carbon neutral by 2030 and beyond.

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. Minutes

To confirm the accuracy of the minutes of the Tourism, Community and Publicity Committee meeting held on 15 January 2025

4. 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.

5. Dispensations

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

6. Matters arising from minutes of the previous meeting held on 15 January 2025

To update members on matters arising from the previous meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the previous meeting.

7. Update Report

To update members on issues considered at previous meetings

8. Tourism, Community and Publicity Committee – Objectives

To allow members to review progress of the committee's 2024-25 objectives

9. To receive the minutes of the Party in the Park Working Group meeting held on 5 February 2025

10. Static and Mobile Vendors' Concession

To allow members to consider whether to re-introduce a static and mobile vendors' concession, or similar

11. Mermaids for Mental Health Event

To allow members to consider a request to host a 'Mermaids for Mental Health' event on the beach

12. Twinning Link with Barfleur

To inform members of the current situation with the Lyme Regis/Barfleur Twinning Association and the council's efforts to revive the link between the two towns

13. Support for Charity Fundraising

To allow members to consider providing support for council teams participating in national and local charity fundraising events

14. Managing Consultation Exercises

To inform members of recent, upcoming and ongoing public consultations and the decisions made following consultation

15. Town Council Magazine

To allow members to consider the proposed plan and budget to introduce a magazine, approve its title, 'The Square Mile', approve the job description and person specification for the one-year post of communications' officer, approve the secondment of Cara Austin to the one-year post of communications' officer, and approve the backfilling of Cara's substantive post for one year

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

16. Footgolf at Strawberry Field

To allow members to consider whether to extend the licence for the footgolf business at Strawberry Field and, if so, the appropriate fee and any other terms and conditions

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

16. 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 15 – Town Council Magazine

b) Agenda item 16 – Footgolf at Strawberry Field

LYME REGIS TOWN COUNCIL

TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 15 JANUARY 2025

Present

Chairman: Cllr P. Evans

Members: Cllr C. Aldridge, Cllr G. Caddy, Cllr M. Denney, Cllr M. Ellis, Cllr P. Evans, Cllr D. Holland, Cllr S. Larcombe, Cllr C. Reynolds, Cllr G. Turner, Cllr A. Wood

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

24/132/TCP Public Forum

P. Scammell

P. Scammell from Maitri Yoga spoke in relation to agenda item 21, Seafront and Beach Concessions. She thanked members for considering the concession bid to continue to run yoga sessions on the beach. She said she had built a supportive community of regular resident clients but also had visitor clients join classes too. She said her yoga business was listed in the Air BnB top 10 experiences and had featured in several magazines and printed publications. She said local businesses and holiday lets were supportive of her business and felt a genuine sense of connection to the Lyme Regis community. She thanked members for their time in considering her proposal.

A. Ball (read out by an officer)

A. Ball spoke in relation to agenda item 22, Welcome to Lyme Regis Signs. He said it was a shame the design stage for the signs had been included in exempt business as the signs were mostly seen by residents and people of the town as they come and go on their commutes. He said with that in mind, it was a shame the residents had not been included in the selection process. He said it was a prime opportunity for the council to consider designs by local artists and to do something different. He said in previous meetings, comments regarding the design and using local talent had been discussed by this committee. He said he hoped members would revisit and take a different approach to decide upon the design of the signs.

24/133/TCP Apologies

Cllr G. Caddy – holiday
Cllr M. Ellis – family commitment
Cllr D. Holland – family commitment
Cllr G. Turner – work commitments
Cllr A. Wood – holiday

24/134/TCP Minutes

Proposed by Cllr C. Reynolds and seconded by Cllr C. Aldridge, the minutes of the meeting held on 13 November 2024 were **ADOPTED**.

24/135/TCP Disclosable Pecuniary Interests

There were none.

24/136/TCP Dispensations

There were none.

23/137/TCP Matters arising from minutes of the previous meeting held on 13 November 2024

Sculpture Trail

Members discussed the display of Woodroffe School students' work on the sculpture trail project. The students had presented their maquettes to members of the committee that day. Members said it was a fantastic commitment from the school and were pleased to have given students the opportunity.

23/138/TCP Update Report

Youth Council

It was reported members of the Youth Council would be invited to meet with Dorset Council Youth Council. The Youth Council would consist of two students from each year group, to represent the views across the school.

It was suggested the Waffle House, once it was open, would be a good place for teenagers to meet on a Saturday and Cllr C. Reynolds said she would follow this up.

Tourism Website

The support services manager said visits to the site had plateaued; there had been over 42,500 visits in November 2023 compared to 26,000 visits in November 2024. The figures had been reviewed and it was suggested the visits in November 2023 were significantly higher due to storm watching on the webcams. She said the 637,870 visits across 2024 was a real success.

Repair Café

A member asked whether there were any gaps in the skills of the volunteers and suggested the town council could help to promote any vacant skill areas if needed.

Cllr S. Larcombe, the council's representative on the Repairs' Café steering group, said he would follow this up.

23/139/TCP Tourism, Community and Publicity Committee – Objectives

Bursaries

The support services manager said there had been 10 applications from local youth organisations.

23/140/TCP To receive the minutes of the Party in the Park Working Group meeting held on 4 December 2024

The support services manager said there was a good outline plan for the event. She said she was waiting on official confirmation, but it looked like the open-air theatre would be performed by the community play group and be 'A Midsummer Lyme's Dream'. She said there had been no response from local businesses to provide catering at the event and she would approach businesses a bit further afield.

Proposed by Cllr S. Larcombe and seconded by Cllr C. Reynolds, the minutes of the Party in the Park Working Group held on 4 December 2024 were **RECEIVED**.

23/141/TCP Free Parking Days

The support services manager said she had not had a response from Lyme Regis Business Association about their preferred dates for the free parking days.

Members considered possible dates which would coincide with major events in the town but felt there needed to be input from the business association. As members were being asked to agree five dates, it was agreed only three would be confirmed at this point and the support services manager would contact the business association again for their input on the two remaining dates.

Proposed by Cllr S. Larcombe and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** the non-charging days in Lyme Regis car parks in 2025 as 9 November (Remembrance Sunday), 22 November (Christmas Lights' Switch-on), and 23 December (Carols Round the Christmas Tree) and to approach Lyme Regis Business Association for their input to decide the remaining two dates.

23/142/TCP Lyme Regis Visitor Hub

Cllr P. Evans said he intended to host a mayoral reception at the Jubilee Pavilion on 31 January 2025. He said currently the council office acted as a tourist information centre, but with the office due to relocate this year, it was essential a visitor hub remained at the pavilion.

The support services manager the Visitor Hub had applied for term grant funding, which would go hand-in-hand with the five-year agreement.

Proposed by Cllr P. Evans and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to approve a five-year agreement for Lyme Regis Visitor Hub to occupy the Jubilee Pavilion.

23/143/TCP Sporting Festival

Proposed by Cllr C. Reynolds and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** an inaugural meeting of sporting organisations in Lyme Regis, Uplyme and Charmouth is organised to progress the idea of a sporting festival called Sporting Lyme.

23/144/TCP VE Day 80 Outline Plan

Cllr P. Evans said he had now learned men from Lyme Regis had been involved in the conflict in Japan, so this would need to be considered for any commemoration of VJ Day 80 in August 2025.

23/145/TCP Grant Review, The Hub

Members noted the report.

23/146/TCP Grant Review, Bridport and District Citizens Advice

Members noted the report.

23/147/TCP Axe Valley and West Dorset Ring and Ride - Grant Review and Update on the Service

Members were concerned the service would not continue because TRIP Community Transport, which had taken over the service from Axe Valley and West Dorset Ring and Ride, had not applied for a term grant.

Cllr C. Reynolds, the council's representative for ring and ride, said she would follow this up.

23/148/TCP Grant Review, B Sharp

Members noted the report.

23/149/TCP Grant Review, Lyme Arts Community Trust

Members noted the report.

23/150/TCP Supporting Girls and Women into Science

Members noted the report.

23/151/TCP Managing Consultation Exercises

Members noted the report.

23/152/TCP Seafront and Beach Concessions

Proposed by Cllr P. Evans and seconded by Cllr C. Reynolds, 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 information relating to an individual 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.

23/153/TCP Welcome to Lyme Regis Signs

Proposed by Cllr P. Evans and seconded by Cllr C. Reynolds, 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 information relating to an individual 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.

23/154/TCP Exempt Business

a) Seafront and Beach Concessions

Proposed by Cllr M. Denney and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to award the deckchair concession to Darren and Jessica Herbert, to award the non-motorised watersports concession to Simon Lippett, and to award the henna tattooing and hair braiding concession to Tia Shoemark and Jessica Palmer.

Proposed by Cllr M. Denney and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to support, in principle, the applications from Philippa Scammell, Rosie Jackson and Lucy Watkinson for a fitness and exercise concession but to ask officers to negotiate a price that is in line with the fee paid in previous years.

b) Welcome to Lyme Regis Signs

Members reviewed the designs and the quotes from three contractors.

The design concept by Creative Solutions was preferred but members felt it needed a bit more work, as the image needed to show the outline of the Cobb, rather than the end of the Cobb with Golden Cap in the distance.

As two members had previously been delegated to work on this project with officers, it was agreed the final decision on the design would be delegated to this group.

Proposed by Cllr P. Evans and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to accept the quote and design concept from Creative Solutions and to ask officers to work with them on further development of the design, with the final decision to be taken by the delegated members, Cllr C. Reynolds and Cllr G. Caddy.

The meeting closed at 8:45pm

Committee: Tourism, Community and Publicity

Date: 5 March 2025

Title: Matters arising from the minutes of the previous meeting held on 15 January 2025

Purpose of Report

To update members on matters arising from the previous meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the previous meeting.

Recommendation

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

Report

23/137/TCP Matters arising from minutes of the previous meeting held on 13 November 2024

Sculpture Trail (report from Cllr C. Reynolds)

After seeing the maquettes at the last Tourism, Community and Publicity Committee meeting and also in the afternoon, members were really pleased at the efforts, results and enthusiasm of the students and their teachers, Richard Vine and Mary Burnett.

To begin with, the two sculptures to take forward at present are The Octopus in Portland Stone and The Dinosaur in Metal. These will be progressed with the help of Ben Russell, sculptor and ex-Woodroffe School pupil.

Money has been transferred to Woodroffe School and we look forward to seeing the final sculptures.

The display of all the maquettes will hopefully be at the Jubilee Pavilion for Easter.

23/141/TCP – Free Parking Days

Officers are trying to set up a meeting with Lyme Regis Business Association to discuss this and many other issues affecting local businesses. Dates were suggested in February but the association asked to postpone until March as they were busy during half term.

If a date has been set, a verbal update will be provided at the meeting.

23/142/TCP – Lyme Regis Visitor Hub

The council's decision to approve a five-year agreement for Lyme Regis Visitor Hub to occupy the Jubilee Pavilion was confirmed by email on 24 February 2025. An agreement is being drawn up.

23/143/TCP – Sporting Festival

A list of sporting organisations in-and-around Lyme Regis has been put together and the chairman of this committee is putting together a letter, inviting them to attend a meeting to progress the idea of Sporting Lyme.

23/144/TCP – VE Day 80 Outline Plan

The group working on the plans for VE Day 80 met again on 23 February 2025. The notes of that meeting are attached, **appendix 6A**.

23/152/TCP – Seafront and Beach Concessions

Confirmation of the award of the deckchair, non-motorised watersports and henna tattooing and hair braiding concessions was sent by email on 24 February 2025.

Officers negotiated with the three applicants for the fitness and exercise concession to achieve a tender bid in line with the fee paid in previous years. Two of the applicants increased their offer and one withdrew. It was intended to report this to the Full Council on 12 February 2025 but this item of business was missed during exempt business.

As the concessions start on 1 March 2025, with members' permission, confirmation was given to the two applicants that their increased offers had been accepted. This will be formalised at the Full Council meeting on 2 April 2025.

23/153/TCP – Welcome to Lyme Regis Signs

The support services manager has been working with the chosen contractor, Creative Solutions, to make amendments to the design, based on the feedback from this committee.

Creative Solutions came back with an updated design, which was reviewed by Cllrs C. Reynolds and G. Caddy, who were delegated to work on this. Several further amendments have been requested and we are awaiting the final design. If available, it will be shown at the meeting.

Adrianne Mullins
Support services manager
January 2025

VE Day 80 – Thursday 8 May 2025

Meeting 24-01-25 – Adrienne Mullins (AM), Cllr Cheryl Reynolds, Cllr Philip Evans (PE) (RBL rep), Alan Vian (AV) (town crier)

Apologies – Kate Newman and Cllr Adrian Wood

- 9am – raising of the VE Day 80 flag on the Guildhall
 - As the flagpole on the Guildhall needs replacing, the operations manager is looking into two floor-mounted flagpoles as they will be easier to use – **AM to follow up with operations manager**
 - VE Day 80 flags will be ordered when the size of the flagpole is known – **AM to order**
- Town crier to make the official proclamation at the raising of the flag at the Guildhall
 - AV has the proclamation and will be filmed on the Guildhall steps at 9am.
 - AV will repeat the cry from 11am on the Guildhall steps, outside Three Cups, at Bell Cliff and in front of the Jubilee Pavilion.
- 10am – service at the war memorial
 - Royal British Legion (RBL) has agreed to the service.
 - The minister leading the service is unknown as the parish vicar has left. Possibility of Rev Chris Woodman – **PE to confirm minister with RBL.**
 - RBL to order wreaths – **PE to confirm with RBL.**
- 4pm – cream tea at the Woodmead Halls for the over 70s
 - Sarah Causley has confirmed she and a couple of others will perform wartime songs.
 - Song sheets to be produced to allow the over 70s to sing along – **PE to liaise with Sarah Causley to choose a few songs, AM to arrange printing.**
- 9.30pm – beacon lighting
 - Regatta and Carnival Committee are happy to arrange a torchlight procession before the beacon lighting. The procession will go through the gardens to the beach, and the beacon will be lit on the North Wall. The Regatta and Carnival Committee's insurance will cover this. Fire service will be on hand to light torches, douse torches and supervise the beacon – **AV to continue leading on arrangements with the Regatta and Carnival Committee.**
 - Suggested the Explorer Sea Scout Unit and Lym Valley Scouts could do a guard of honour from the beach to the North Wall – **AM to contact the units.**
 - Official tribute to be read by the mayor and it is hoped he will be joined by two young people from the Youth Council. However, CR is having trouble getting hold of the teacher involved with the Youth Council – **CR to make further attempt to contact Youth Council.**
 - AV will provide the PA system.
 - Agreed Glenn Miller music will be played during the procession and the beacon lighting through the PA system.
 - External works' team to place the beacon on North Wall – **AM to liaise with operations manager.**
 - Programme of events to be amended to include torchlight procession – **KN to amend.**
- AV will arrange flags in front of the Jubilee Pavilion and west along the seafront.

- The mayor will invite the mayor of Barfleur, Lyme Regis' twin town, and the mayor of Cruelly, which is linked to the football club, to attend the VE Day 80 events – **AM to find contact details for the mayor of Barfleur.**
 - An official mayoral reception may be arranged.
- Agreed there probably wouldn't need to be a further meeting as further arrangements could be made by email.

Committee: Tourism, Community and Publicity

Date: 5 March 2025

Title: Update Report

Purpose of the Report

To update members on issues considered at previous meetings

Recommendation

Members note the report

Report

Tourism microsite

It was reported to the previous meeting that visits to the site had plateaued; there had been over 42,500 visits in November 2023 compared to 26,000 visits in November 2024. The figures had been reviewed and it was suggested the visits in November 2023 were significantly higher due to storm watching on the webcams. However, on further investigation, it has been confirmed that in November and December 2024, almost every destination website nationally lost traffic, especially during December and particularly coastal destinations. However, Visit Dorset and our microsite fared well in comparison to others and engagement was still high.

The latest website stats are below:

	Jan	Nov	Dec	Annual Total
2022 views		15,008	13,925	268,834
2023 views	23,306	42,525	27,014	526,070
2024 views	44,556	26,248	22,436	637,870
2025 views	29,228			29,228

This shows a significant annual increase from 2023 to 2024. The drop in January 2025 compared to January 2024 is again due to the webcam page, although we don't know if this is due to weather watchers or if the Marine Theatre camera being out of use is having an impact.

The webcam is still offline and we have been working with the camera provider and the Marine Theatre to try and get to the bottom of the issue. We have now established there is nothing wrong with the camera, there is an issue with the council's router at the theatre. We are now working with Dorset Council as our IT provider to try and resolve this.

The top performing pages for January were:

1. Webcams
2. Homepage
3. Things to Do
4. Where to Stay
5. Hotels

The support services manager met with the Visit Dorset team on 30 January 2025 to discuss upcoming features and events.

There was a feature on half term in Lyme Regis, which has now been replaced with features on Easter and spring in Lyme Regis. The Visit Dorset team are working on the 'Dorset Unplugged' campaign for its own website, promoting the natural environment, wellness and digital detox, which will tie in with a specific campaign on the microsite.

There are plans for Rockfish, the new restaurant opening in the Lister Gardens, to write a guest blog. There are also plans to do a feature on the 250th anniversary of Jane Austen's birth, which we intend to feed into the England's Coast website and other international marketing.

Youth Council (report from Cllr C. Reynolds)

Over Christmas and the New Year I have contacted Jayne Browne, the youth voice officer at Dorset Council, and we are arranging a time when she can come and talk to our Youth Council, who are just on their way back from a school trip to New York with their head of sixth form Justin Loveland and Richard Vine.

I have also been in touch with Emily Scott, the community development officer at Dorchester Council, who is helping me arrange a meeting with Dorchester Youth Council that run a very successful Youth Council.

I have yet to finalise that the Youth Council will attend the VE Day celebrations and take part in the torchlight procession and lighting of the beacon by the mayor and for two of them to read special passages at the ceremony. They return from New York on 26 February 2025 and I should be able to update you all at the meeting.

Stampede by the Sea

It was previously reported to this committee that officers had agreed locations at the gardens, seafront and beach to locate the elephant sculptures, as part of Weldmar Hospicecare's Stampede by the Sea event.

The elephant sculptures will arrive in the town on Thursday 27 March and installation will start from 6pm. This time has been chosen to minimise disruption to the public and our operations manager will help with the logistics of getting them all in place.

The trail, which also includes Bridport and West Bay, is from 28 March to 26 May 2025.

Residents' newsletter

The most recent residents' newsletter was due to be delivered to every property in the w/c 25 November 2024. We later became aware that many residents had not received their newsletter so a complaint was made to the Royal Mail's Door-to-Door service.

Royal Mail claimed the delivery to their fulfilment centre was short by 2,144 copies. However, we were able to prove, with photographic evidence, that the full quota had been delivered. Royal Mail maintained there was a shortage so the complaint was escalated. After several chasing emails and calls, a manager agreed to review the matter just before Christmas.

After chasing again after Christmas, Royal Mail agreed on 14 January 2025 to a 50% refund on both the distribution and print costs. This was followed by more issues with the Royal Mail's finance team

as the credit was not showing on our account, but we were being chased for payment for the full amount.

We continued to chase Royal Mail and on 3 February 2025, confirmation was received that our account was £566.72 in credit. We had a previous credit on our account due to issues with the delivery of the 20mph leaflet, so these amounts combined cleared our balance and we are now in credit going forward.

Town tourism data

The town tourism data, which the council commissioned via Visit Dorset from the South West Research Company, was emailed to members on 26 February 2025. The data shows comparisons against 2013, 2015, 2017, 2022 and 2023.

The final cost was £230 + vat.

Adrianne Mullins
Support services manager
February 2025

Committee: Tourism, Community and Publicity

Date: 15 January 2025

Title: Tourism, Community and Publicity Committee – Objectives

Purpose

To allow members to review progress of the committee's 2024-25 objectives

Recommendation

Members note the report

Background

1. During the 2024-25 budget-setting process, objectives were agreed for the year and a budget estimate identified against each project.

Report

2. The objectives have been assigned to committees and members can review progress at each meeting.
3. This committee's 2024-25 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 8A**.
4. Any recommendations from this committee will be considered by the Full Council on 12 February 2025.

John Wright
Town clerk
January 2025

APPENDIX 8A

Replace beach wheelchair	3,2	July 2024	AM	TCP	<p>The order has been placed.</p> <p>Wheelchair has been delivered and assembled and is in use. Photo opportunity to be arranged.</p>
D-Day 80 commemoration events	2	June 2024	AM	TCP	<p>The D-Day 80 working group put together a successful programme of events for the anniversary on 6 June 2024 and the following weekend, including a service at the war memorial and US Army plaque at Cobb Gate, a free film showing of The Longest Day at the Marine Theatre, a torchlight procession and beacon lighting, the ringing of the church bells, the presentation of books to the local schools, a performance by the Lympstone Military Wives Choir, and a cream tea for the over 70s. Minutes of the working group are elsewhere on this agenda.</p> <p>Programme of events delivered successfully.</p>
Sculpture trail	6	March 2025	AM	TCP	<p>2024-25 will be year two of a three-year commitment of £6kpa. The council agreed to manage the sculpture trail in-house for one year and to review the arrangements in February 2025. Ripple has been re-installed near the table tennis and Juggler is due to be installed shortly.</p> <p>Sculpture trail working group has been incorporated into the gardens working group.</p> <p>The Juggler sculpture has been re-installed at the top of the gardens, near the Somers statue, and was unveiled by the artist Clare Trenchard and members on 23 July 2024.</p> <p>Further discussions to take place with Ripple sculptor Michael Fairfax about future arrangements</p>

					<p>for managing the sculpture.</p> <p>A meeting took place with Richard Vine, the Woodroffe School's head of art and computing, on 17 September 2024 about involving the students in the sculpture trail in future.</p> <p>Students are working on designs for sculptures. Cllr Reynolds visited the school on 18 October 2024 to view the designs and a more detailed update is provided elsewhere on this agenda.</p> <p>Cllr Reynolds continues to regularly meet and keep in touch with the students and teachers at Woodroffe School. A display of their work will be in the Guildhall on Wednesday 15 January 2025.</p> <p>The maquettes were displayed in the Guildhall on 15 January 2025 and the students continue to work with two local artists to develop their work. A panel, to include members, will select the designs to be made into full-size sculptures to be displayed in the gardens. There are likely to be three sculptures.</p> <p>Further discussions have taken place with Woodroffe School about the possibility of installing further sculptures in other parts of the town on council-owned land.</p>
Supporting Fossil Festival 2024	6	June 2024	AM	TCP	<p>Grant funding of £6k. Officers worked with the museum on event logistics.</p> <p>Complete.</p>
Residents' events	10	June 2024	AM/JW	TCP	<p>Party in the Park will take place in the gardens and on the shelters' roof on 29 June 2024. Officers worked with Cllr D. Ruffle and the Marine Theatre to put together a programme of events.</p>

					<p>Event took place on 29 June 2024. Report elsewhere on this agenda to form a working group to plan the 2025 event.</p> <p>It was agreed at the previous meeting that Cllrs Caddy, Larcombe and Wood would sit on the working group to formulate plans for the 2025 event. Following a recommendation from this committee and consideration by the Strategy and Finance Committee, it was agreed by the Full Council to include £10,000 in the 2025-26 marketing budget to fund the event. A meeting of the working group took place on 30 October 2024 and the minutes of the meeting are elsewhere on this agenda.</p> <p>A meeting of the working group took place on 4 December 2024 and the minutes are elsewhere on this agenda.</p> <p>A meeting of the working group took place 5 February 2025 and the minutes are elsewhere on this agenda. An outline plan has been drawn up.</p>
Continuation of the bursary scheme	5	March 2025	AM	TCP	<p>2024-25 is the second year of the bursary scheme. Further publicity and communication are required to make sure local organisations and families are aware the scheme is continuing.</p> <p>Four applications have been made and approved so far in 2024-25, benefitting seven young people. Publicity reminding residents and organisations that the bursary scheme is available.</p> <p>Six applications have been made and approved so far in 2024-25, benefitting nine young people. As</p>

					<p>reported to this committee at the previous meeting, £2,000 has been made available to the Woodroffe School to administer at their discretion. A report will be provided by the school at the end of the financial year to outline how the bursaries were spent.</p> <p>Nine applications have been made and approved so far in 2024-25.</p> <p>Eleven applications have been made and approved so far in 2024-25, via five different organisations.</p>
Introduce a beach volleyball facility	0.5	June 2024	AM	TCP	<p>This project has been carried over from 2023-24. Now an evening seafront attendant is in post, the volleyball nets will be going out in the evenings on Friday, Saturday and Sunday.</p> <p>The nets have been out over the summer.</p>
Support the introduction of a repairs' cafe	15	September 2024	JW	TCP	<p>This project has been carried over from 2023-24. Further discussions to take place with the Boat Building Academy about the delivery of the project.</p> <p>A meeting took place with several representatives from the Boat Building Academy (BBA) on 19 August 2024 about how to progress the project.</p> <p>A further meeting is taking place with the BBA representatives on 18 November 2024 to review progress. The Repairs Café is expected to be launched in January 2025. They have been advertising for volunteers to help run the project and for repairers and now have a Facebook page. Cllr S. Larcombe has been appointed as the council's representative on the steering group.</p>

					<p>An open afternoon will be held on Saturday 18 January 2025 at the Powerboat Club and the Repairs Café will launch on Saturday 15 March 2025.</p> <p>The open afternoon on Saturday 18 January 2025 was well attended. The launch on Saturday 15 March 2025 at 10am is now being advertised and members are invited to attend. The mayor will do the official opening.</p>
Enhance wedding packages	2	July 2024	AM	TCP	<p>This project has been carried over from 2023-24.</p> <p>Prices for enhanced wedding packages were agreed by the Strategy and Finance Committee on 3 July 2024. The packages are now being marketed in the new brochure and to couples who have already booked or are booking weddings.</p> <p>The brochure is available on the website and will be printed shortly so hard copies will be available.</p> <p>Photographs from the styled shoot at the Guildhall and museum in April will be featured exclusively in the Your Hampshire and Dorset Wedding, a printed and online magazine, in the November/December 2024 issue. Once this has been featured, it will then feature in the Big Southwest Wedding Magazine, an online magazine.</p> <p>Weddings at the Guildhall have also been advertised on wedding website UK Bride. This is a three-month free trial, which is generating a number of additional enquiries.</p> <p>The brochure has been sent to print and will arrive shortly. 200 copies have been ordered for now, as</p>

					<p>it is expected most couples will download the e-brochure from the website.</p> <p>The brochure has been printed and is available at the Guildhall and in the office, as well as a digital copy online.</p> <p>The audio in the Guildhall for wedding music has been enhanced as part of this project. There is likely to be money remaining in the budget, which will be used to purchase additional chair covers and coloured sashes.</p>
Supporting local grant applications and bid-writing	3	Ongoing	AM	TCP	<p>Further one-to-one sessions to be arranged between bid-writers and local organisations. Sessions to be arranged before and after Christmas.</p> <p>A session has been arranged with bid-writing expert David Tucker on Saturday 23 November at the Community Café in the Hub. David will be available for around four hours and local organisations will be able to book a slot with him to discuss funding opportunities specific to them and to work on any funding bids.</p> <p>The session with David Tucker was attended by three local organisations. David said it was a really useful session and they discussed governance issues as well as funding.</p> <p>A further session with David for organisations to receive one-to-one advice is being arranged and will be held before the end of March 2025.</p>

LYME REGIS TOWN COUNCIL

PARTY IN THE PARK WORKING GROUP

MINUTES OF THE MEETING HELD ON WEDNESDAY 5 FEBRUARY 2024

Present

Members: Cllr G. Caddy, Cllr S. Larcombe, Cllr A. Wood

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

1. Apologies

None.

2. Minutes of the previous meeting on 4 December 2024

Proposed by Cllr G. Caddy and seconded by Cllr S. Larcombe, the minutes of the previous meeting on 4 December 2024 were **APPROVED**.

3. Update on actions from previous meeting

- AM to chase Gabby Rabbitts at the Marine Theatre about open-air theatre

Discussions had taken place with Gabby and it was suggested the Community Play, a Midsummer Lyme's Dream, could be performed. However, several of the main characters of the Community Play were not available so this option was not available.

There were several other theatre companies suggested but Gabby had also suggested open-air cinema and had made enquiries with a company called Cinema Hire 4U.

The meeting discussed whether open-air theatre or open-air cinema would be more suitable. It was noted open-air cinema was also a popular option in the community consultation on this event. It was agreed open-air cinema would be preferable, with the possibility of having a children's film in the early evening, followed by a film later in the evening for adults.

It was noted it would be light until late in the evening so it would need to be checked if this would work for open-air cinema.

- AM to book Mad 4 Animals for 4.30pm

AM confirmed Mad 4 Animals had been booked for 4.30pm, at a cost of £255 for a one-hour show.

- AM to book Strawberry Jam's magic show

AM confirmed Strawberry Jam's magic show had been booked, at a cost of £420 for both the magic and science shows.

- SL to ask Ben at the Ship Inn for recommendations for bands.

SL said he had spoken to Ben but he wanted to be more involved in the management and running of the event. As Elijah Wolf would be managing the event and booking bands, it was felt Ben's involvement would not be needed.

However, it was agreed Ben would be asked to perform along with his band.

- AM to ask Declan Duffy for recommendations for bands.

AM said Declan had given some recommendations and Elijah had made enquiries with Joanna Cooke, Tilly, Mike and Ben, What the Phunk, and Bloc off the Wall. JAWS would be a reserve option. He had not heard back from any of them as yet so an update would come to the next meeting.

It was suggested the Harbour Inn and SWiM should be informed about this event as they often have live music and it would be preferable if they didn't have any when this event was taking place.

- AM to check price and availability with all suggested bands.

As above.

- GC to speak to the Volunteer Inn about providing a bar.

GC said the Volunteer Inn would be happy to provide a bar. As the football club had already agreed, it was agreed the football club would be the main bar in the gardens and the Volunteer Inn would be offered a space on the Marine Parade with the food traders.

- Everyone to send suggestions for food traders to AM.

AM said the following food traders had been booked: Red Panda, Pancake Pod, Flame Cave Pizza, Tortilla Cantina and Arty Bakes.

AM said she had not been able to get hold of Spud Pod. SL said he knew the person who ran it and would contact them.

GC said she would also make enquiries with Spice and Rice.

- AM to make enquiries with local food and drink traders.

As above.

- AM to make enquiries with A1 Weymouth Bouncy Castles and book inflatables if possible.

AM said she had made enquiries about the helter skelter, obstacle course and party fun bouncy castle. A1 had asked for dimensions of the former putting green to check if the helter skelter would fit there as it would take up a lot of room.

It was confirmed the tarmac area where the table tennis was located would not be suitable as they couldn't put inflatables on a tarmac area. It was suggested another flat area could be found in the gardens.

- AM to follow up enquiry with Will Secure.

AM confirmed Will Secure were booked to provide security on Friday evening, overnight on Friday, and for the event on Saturday. They were not currently booked for overnight on Saturday, so the football club would need to be aware of this if the bar could not be removed that night.

The cost was £1,209.

- AM to obtain prices for t-shirt printing.

AM had made enquiries with Jurassic Embroidery, who were used by the local RNLI. They had provided an estimate of between £8 and £12 per t-shirt, which would include a small logo on the left chest and a large logo on the back. Printing would be better than embroidery.

The meeting discussed whether t-shirts should be printed to sell to the public or just for those working or volunteering at the event. As this event was aimed at residents, it was felt they wouldn't buy a t-shirt.

When the logo was agreed, further enquiries would be made as more specific costs could then be provided.

- CA to design the logo and circulate to members to agree.

It was noted CA had done several designs and these had been circulated to members, although agreement had not yet been reached. CA showed her latest design and the members made some suggestions for amendments.

CA said she would work on the design and circulate to members to agree before the next meeting.

Actions

- AM to make enquiries with Cinema Hire 4U about open-air cinema, including costs.
- AM to bring update on bands to next meeting.
- AM to contact the Harbour Inn and SWIM to let them know there would be live music for this event.
- GC to confirm with the Volunteer Inn that they could run a bar on Marine Parade.
- SL to contact Spud Pod.
- GC to contact Spice and Rice.
- AM to make further arrangements with A1 Weymouth Bouncy Castles and check if there is another flat area in the gardens to site an inflatable.
- AM to make further enquiries with Jurassic Embroidery once the logo is agreed.
- CA to make further changes to the logo and circulate to members by email to agree before the next meeting.

4. Review of budget

The meeting reviewed the budget so far, with some prices to be confirmed, as follows:

Strawberry Jam – magic and science shows	£420
Security	£1,209
Elijah Wolf – MC and coordinator	£500
Mad4Animals	£255
Happy Cups	£828
Rainbow Gecko	£400
First aid	£752.40
Inflatables	TBC
Bands	TBC
Open-air theatre	TBC
Generators	TBC
T-shirts	TBC
Total	£4,364.40

5. Date of next meeting

Wednesday 26 March, 11am.

Committee: Tourism, Community and Publicity

Date: 5 March 2024

Title: Static and Mobile Vendors' Concession

Purpose of the Report

To allow members to consider whether to re-introduce a static and mobile vendors' concession, or similar

Recommendation

Members consider whether to re-introduce a static and mobile vendors' concession, or similar

Background

1. Each year the council advertises concessions for the coming season and beyond. The following concessions are offered: deckchairs; trampolines (or similar); hair braiding and henna tattooing; children's games and activities; arts and crafts; non-motorised watersports; and fitness and exercise.
2. In the past, the council also offered a concession for 'static and mobile' vendors, which was taken to mean food and drink traders.
3. On 16 November 2016, the Town Management and Highways Committee considered a report on the type of seasonal concessions to be offered from 2017 onwards. It was noted in that report that there had been a number of applicants for the static and mobile vendors' concession, but the council had refused all applications in the recent years before.
4. At the time, members felt the types of traders were not in-keeping with Lyme Regis, they would compete with existing businesses and council tenants on the seafront, or the vehicles and trailers they traded from would be too large or intrusive on the seafront. Take 2015 for example, when three applications were received. One was for a mobile coffee trailer, another for a pedal-powered ice-cream vending trike, and another for wood fired pizza from a 6m long van.
5. As such, it was agreed in 2016 to no longer offer a static and mobile vendors' concession from 2017 onwards.

Report

6. The council has received three separate enquiries for food and drink traders to have a 'pitch' on the seafront. The standard response to any enquiries of this type is that the council doesn't allow this type of trading on the seafront. However, as three separate enquiries have been made within two months, it was felt members should have the opportunity to review the decision made in 2017.
7. Although the council manages the Marine Parade Shelters, the terms and conditions of their use do not permit hirers to trade from trailers, unless in conjunction with a major event and special permission has been given. Although not explicitly stated, any kind of food and drink trader is refused use of the shelters, unless in conjunction with a major event.
8. The three enquiries made are for a solar-powered lemonade cart, a mobile juice and smoothie bar, and a mobile horsebox bar serving prosecco and popcorn.

9. Members are asked to consider whether to reintroduce the static and mobile vendors' concession, or something similar. If this was agreed, the concession would be advertised in the same way as other concessions, with interested parties invited to submit a tender bid and business proposal, which members can consider and approve or refuse. The three parties who have already made enquiries would have to submit a bid in the same way.
10. If the concession was re-introduced, consideration would need to be given to where the trader would be located. There is limited space on the seafront, but the Langmoor and Lister Gardens could be an option.
11. Clearly this would be additional income for the council.
12. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Adrianne Mullins
Support services manager
February 2025

Committee: Tourism, Community and Publicity

Date: 5 March 2024

Title: Mermaids for Mental Health Event

Purpose of the Report

To allow members to consider a request to host a 'Mermaids for Mental Health' event on the beach

Recommendation

Members consider the request to host a 'Mermaids for Mental Health' event on the beach

Report

1. The council has received a request from an organisation called Mermaids for Mental Health to use the sandy beach to host an event to raise awareness of child and young suicide and to raise money for related charities.
2. The founder of the organisation is also looking to host the event in memory of her mermaid-loving daughter Jen, who died by suicide aged 17 in October 2021. To mark Jen's 21st year, the organisation plans to visit various locations around England each month between March 2025 and February 2026, visiting beach locations in the warmer months and public indoor locations in the colder months.
3. They would like to visit Lyme Regis on Saturday 19 and/or Sunday 20 July 2025. If only one day is permitted, they would prefer Saturday 19 July due to the travel time.
4. Mermaids for Mental Health would like to raise money by asking for donations for the public to meet with and have a photo taken with a 'mermaid'. They would also like to sell merchandise, such as tote bags, bucket hats, pencil cases and key rings, all handmade by volunteers, and offer transfer tattoos and face painting. They intend on having donation pots and QR codes to make donations.
5. The event would raise money for [SOBS \(Survivors of Bereavement by Suicide\)](#), [Papyrus Prevention of Young Suicide](#), and the two charities set up in Jen's memory, [Jen's Acorn](#), an enhancement to the education system for those who are less confident learners or need an alternative learning style, and a [webapp](#) with places of support for issues that can lead to a decline in mental health.
6. To run this event, they would require space of no more than 8x4 metres on the beach for two 6ft fold-up tables, a circular hoop for the mermaid to pose for photos, a gazebo to cover the shop and possibly another to keep the mermaid out of direct sun, and a feather flag. If necessary, they would use poles and ribbons to mark out a queue line. They would intend to start at 9.30am and stay until 6pm at the latest, depending on how busy they were.
7. They have not yet applied for a collection licence as they do not have permission to use the beach but are aware they would need to apply to Dorset Council.

8. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Adrianne Mullins
Support services manager
February 2025

Committee: Tourism, Community and Publicity

Date: 5 March 2024

Title: Twinning Link with Barfleur

Purpose of the Report

To inform members of the current situation with the Lyme Regis/Barfleur Twinning Association and the council's efforts to revive the link between the two towns

Recommendation

Members note the report

Background

1. Lyme Regis was twinned with the Normandy coastal town of Barfleur in 2013, with the signing of the charter and Declaration of Friendship between the two towns.
2. The cross-Channel link was formed after Lyme Regis was recommended as a suitable twinning candidate by a former chairman of the Bridport/St Vasst La Hogue Twinning Association. It was from Barfleur that William the Conqueror sailed for the Norman Conquest of England in 1066.
3. The relationship between the two towns is upheld by the Lyme Regis/Barfleur Twinning Association.
4. This council appoints a member representative to the association each year, who this year is the mayor, Cllr Philip Evans.

Report

5. It has become apparent that the twinning relationship has weakened and despite the dedication of a small committee in Lyme Regis, the links are not as strong as they once were.
6. Twinning relationships are often underpinned by civic relationships between mayors/leaders and councils of the respective twin towns. To that end, the support services manager contacted the twinning association to try and establish the current situation and if or how the council might be able to help keep the twinning alive.
7. On 4 February 2025, the mayor, town clerk and support services manager met with two representatives of the twinning association, chairman Deborah Hodd and committee member Penelope Roques.
8. They reported the committee was in difficulty, with the last trip to Barfleur taking place in 2018, when eight people travelled over, including committee members and their partners. In 2019, there was a reciprocal visit, when three people from Barfleur visited Lyme Regis.
9. This was followed by plans for the Pelican Expedition, when the training ship was due to sail from Lyme Regis to Barfleur and bring back representatives to stay in Lyme Regis. However, due to a storm, the ship left from Portland instead and sailed only to the Isle of Wight, never making it to Barfleur.

10. They reported that all their activities halted during Covid and immediately after and subscriptions have been waived since then. The links were further affected as relationships between fishermen and lifeboats in the UK and France suffered.
11. There have been no other exchanges since. Deborah and Penelope reported that not many of the original contingent in Barfleur were still involved and those that remained were elderly. Many of the original contingent in Lyme Regis are also no longer involved.
12. Contact remains between the two towns, but this is on more of a personal level as friendships have been formed. There is also a link between artists in the respective towns, led by Lyme Regis artist Karol Kulik, and exchange exhibitions have taken place. Karol would like to do this again via the association, if possible.
13. The committee has held social events, such as a lunch and a coffee morning, to try and attract more members, but there has been no response.
14. The committee reluctantly feels the twinning has come to a natural end but has welcomed interest from the council to make one last attempt to revive it.
15. Ideas include a small delegation visiting Barfleur, which could include representatives from various groups in the town, such as civic, sporting, education, fishing and the arts.
16. The mayor, town clerk and support services manager met with the headteacher of Woodroffe School at the end of 2024 and mentioned the possibility of the school forging links with a secondary school in Barfleur, which the headteacher was very open to. This could include exchange visits and pupils becoming pen-pals to support their French lessons.
17. It was also suggested the mayor of Barfleur could be invited to Lyme Regis by our mayor. As the 80th anniversary of VE Day is on 8 May 2025, it was agreed an invitation to attend the events in Lyme Regis would be extended to the mayor of Barfleur. As Lyme Regis Football Club also has links with Cruelly Football Club, which is around 65 miles away from Barfleur, the invitation will also be extended to the mayor of Cruelly.
18. The town clerk will also write to his counterpart in Barfleur to re-establish the links between the two councils.
19. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Adrianne Mullins
Support services manager
February 2025

Committee: Tourism Community and Publicity

Date: 5 March 2025

Title: Support for Charity Fundraising

Purpose of Report

To allow members to consider providing support for council teams participating in national and local charity fundraising events

Recommendation

Members agree to provide council 'badged' clothing and entrance fees for town council teams participating in national and local charity fund raising events

Report

1. Cllr Adrian Wood is organising a Lyme Regis Town Council team to enter a charity abseiling event organised by Weldmar Hospicecare Trust on 17 May 2025; the event is taking place on Portland.
2. The town clerk has organised 'badged' clothing from existing stock and following discussions between Cllr Wood and the town clerk, members are asked to make funds available to pay for participants' event entrance fees for this and any other charity event that the council enters: the Weldmar event is estimated at £150. Sponsorship monies remain the responsibility of individual entrants.
3. Participation in events will be publicised.
4. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

John Wright
Town clerk
February 2025

Committee: Tourism, Community and Publicity

Date: 5 March 2025

Title: Managing Consultation Exercises

Purpose

To inform members of recent, upcoming and ongoing public consultations and the decisions made following consultation

Recommendation

Members note the report

Report

1. The following public consultations affecting residents and services in Dorset have recently taken place, are coming up, ongoing, or have been completed:
 - Dorset Council – Call for Sites
 - Dorset Council – Better Days – Day Opportunities
 - Dorset Council – Active Travel Infrastructure Plan
 - Dorset Council and BCP Council – Local Transport Plan Opportunities and Issues
 - Dorset Council – Street Trading Policy
 - Ministry of Housing, Communities and Local Government - Enabling Remote Attendance and Proxy Voting at Local Authority Meetings
 - DEFRA – Reform of Bathing Water Regulations 2013
 - Dorset Council – Town and Parish Council Climate and Nature Survey
2. **Appendix 14A** details the start and end dates, who has been consulted, how the town council promoted the consultation, the council's response to the consultation (if any), and the decision made or an update on the consultation if a decision has not yet been made.
3. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Adrianne Mullins
Support services manager
February 2025

APPENDIX 14A

Organisation and topic	Start date	End date	Who is being consulted	Consultation promoted by LRTC through	The response	Update/Decision made
Dorset Council – Call for Sites (in preparation for Dorset Council Local Plan)	13/03/23	04/04/25	The public and stakeholders	Social media, community and business briefings, website	Report considered by the Full Council on 17 May 2023 and resolved ‘to support the principle of an appropriate allocation of Strawberry Fields through the Local Plan process’.	<p>The consultation has been extended from 1 January 2025 to 4 April 2025.</p> <p>Dorset Council will be assessing submissions received before 20 December 2024, in 2025. Sites submitted after 20 December 2024 will likely be assessed at a later date.</p> <p>While the Dorset Council 'call for sites' 2024 is now closed, sites that may have potential for new homes (including for the settled and Traveller communities), and employment development can still be submitted through the online form.</p>
Dorset Council – Better Days – Day Opportunities	22/09/23	08/12/23	Dorset residents	Social media and website	N/A	Dorset Council will be further consulting on their proposed changes to the way in which day opportunities are delivered in Dorset. The formal consultation period will begin on 11 March 2025 and will closed on 9 June 2025.
Dorset Council – Active Travel Infrastructure Plan	11/12/23	18/01/24	The public and stakeholders	Social media and website	Report to the Town Management and Highways Committee on 3	The Active Travel Infrastructure Plan was considered by Dorset Council’s Place and Resources Overview Committee on 21

					January 2024, with a recommendation that completion of the survey is delegated to the town clerk in consultation with three members from the committee	November 2024. Due to the scale of the work that was needed across Dorset, this will be brought back to a future Overview Committee meeting.
Dorset Council and BCP Council – Local Transport Plan Opportunities and Issues	22/01/24	03/03/24	All communities who live and work in Dorset	Social media, website and public open event on 20/02/24	Response delegated to the Traffic and Travel Working Group	The feedback and experiences of residents, businesses and visitors on travel and transport in Dorset have now been published and can be seen here.
Dorset Council – Draft Street Trading Policy	04/11/24	26/01/25	The public and stakeholders	Social media and website	Report considered by the Strategy and Finance Committee on 27/11/24 and agreed officers would respond in consultation with the chairman of the Strategy and Finance and Town Management and Highways Committees	The Draft Street Trading Policy will be considered by Dorset Council's Licensing and Gambling Acts Committee, date TBC.
Ministry of Housing, Communities and Local Government - Enabling Remote Attendance and	24/10/24	19/12/24	Local authorities in England	N/A	Report considered by the Strategy and Finance Committee on 27/11/24 and agreed the	No update.

Proxy Voting at Local Authority Meetings					response would be delegated to the town clerk, Cllrs S. Cockerell, P. Evans and P. May	
DEFRA – Reform of Bathing Water Regulations 2013	12/11/24	23/12/24	The public and stakeholders	Community briefings	Report considered by the Environment Committee on 20 November 2024 and agreed officers would respond in consultation with Cllrs P. May and S. Cockerell and G. Barr from the River Lim Action Group	Defra and the Welsh Government will independently decide whether to proceed with the proposed reforms to the Bathing Waters Regulations 2013, and whether any further changes are necessary. Defra is yet to publish a formal response to this consultation.
Ministry of Housing, Communities and Local Government - Strengthening the standards and conduct framework for local authorities in England	18/12/24	26/02/25	Local authorities in England	N/A	Report to be considered by the Strategy and Finance Committee on 29 January 2025	No update.
Dorset Council – Town and Parish Council Climate and Nature Survey	28/11/24	28/02/25	Dorset town and parish councils	N/A	Report considered by the Environment Committee on 22 January 2025 and agreed a response would be	Consultation still open (at time of writing).

					delegated to Cllrs S. Cockerell and P. May and an officer	
--	--	--	--	--	--	--