



**John Wright**  
Town Clerk

**Lyme Regis Town Council**

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**Tourism, Community and Publicity Committee**

**Core Membership:** Cllr P. Evans (chairman), Cllr C. Reynolds (vice-chairman), 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 16 April 2025 commencing at 7pm when the following business is proposed to be transacted:

John Wright  
Town Clerk  
10.04.25

*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 5 March 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 5 March 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 26 March 2025**

### **10. Additional Free Parking Days**

To allow members to agree two additional non-charging days in Lyme Regis car parks in 2025 as suggested by Lyme Regis Business Association

### **11. Static and Mobile Vendors' Concession**

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

### **12. Sporting Lyme – Delegation of Members**

To allow members to delegate members to work on the organisation of Sporting Lyme

### **13. Managing Consultation Exercises**

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

### **14. Additional Seafront and Beach Concession**

To allow members to consider an additional application for the fitness and exercise concession

*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*

### **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 14 – Additional Seafront and Beach Concession**

LYME REGIS TOWN COUNCIL

TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 5 MARCH 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)

**24/155/TCP Public Forum**

**H. Simmonds**

H. Simmonds spoke in relation to agenda item 10, Static and Mobile Vendors' Concession. He said he used to operate solar-powered lemonade carts and was keen to have the opportunity to trade in Lyme Regis. He said they were mobile wheel-based drinks units, designed to be able to move around the town. He said they were solar-powered and the drinks would be sold in PLA cornstarch cups. He was looking to trade in Lyme Regis and was appealing to the members for their consideration. He said he also traded at festivals and Bristol Harbour market.

**24/156/TCP Apologies**

Cllr G. Caddy – holiday  
Cllr G. Turner – work commitments

**24/157/TCP Minutes**

Proposed by Cllr M. Denney and seconded by Cllr C. Aldridge, the minutes of the meeting held on 15 January 2025 were **ADOPTED**.

**24/158/TCP Disclosable Pecuniary Interests**

There were none.

**24/159/TCP Dispensations**

There were none.

**24/160/TCP Matters arising from minutes of the previous meeting held on 15 January 2025**

**Free parking days**

The support services manager said a meeting with the business association had been arranged for 17 March 2025.

## **Youth Council**

Cllr C. Reynolds said the students involved in the Youth Council were happy to support the VE Day 80 events.

## **Repair Café**

Cllr S. Larcombe said the Repair Café was still looking for volunteers that could help with ceramics, clocks, social media, websites, photography and a cake baker.

It was agreed the council could help to promote these support vacancies through social media and the website.

## **Welcome Signs**

The support services manager said the changes to design had been requested and the final design had been agreed on and sent to production. A copy of the final design was circulated at the meeting.

### **24/161/TCP Update Report**

Members noted the report.

### **24/162/TCP Tourism, Community and Publicity Committee – Objectives**

#### **Bid-writing**

The support services manager said the date of Saturday 29 March had been agreed and advertised for the next one-to-one bid-writing session.

### **24/163/TCP To receive the minutes of the Party in the Park Working Group meeting held on 5 February 2025**

Cllr S. Larcombe said he had contacted the Spud Pod and encouraged the owner to phone into the office if interested in a pitch at the event.

Proposed by Cllr S. Larcombe and seconded by Cllr A. Wood, the minutes of the Party in the Park Working Group held on 5 February 2025 were **RECEIVED**.

### **24/164/TCP Static and Mobile Vendors' Concession**

Some members were concerned about the nature of mobile concessions and said it would be better to have a static pitch if reintroduced. Members were also concerned that local businesses paid business rates and were worried that it would cause upset.

Members said it would depend on whether the concessions were in direct competition with existing businesses and some members suggested the business association should be contacted for consultation.

Proposed by Cllr S. Larcombe and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to re-introduce a static and mobile vendors' concession if the concession is not in direct competition with existing businesses and subject to consultation with Lyme Regis Business Association.

#### **24/165/TCP Mermaids for Mental Health Event**

Members asked whether there was a link to Lyme Regis specifically. The support services manager said it was a national event making its way around the country.

Some members were concerned about the size of the event and thought it would need too big an area cordoned off on the beach at a busy time of year.

A member raised concerns about the selling of merchandise on the sandy beach and said it had not been previously allowed.

Members suggested the Marine Parade Shelters as an alternative venue for the event.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the request to host a 'Mermaids for Mental Health' event in the Marine Parade Shelters.

#### **24/166/TCP Twinning Link with Barfleur**

Members noted the report.

#### **24/167/TCP Support for Charity Fundraising**

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to provide council 'badged' clothing and entrance fees for town council teams participating in national and local charity fund raising events.

#### **24/168/TCP Managing Consultation Exercises**

Members noted the report.

#### **24/169/TCP Footgolf at Strawberry Field**

Proposed by Cllr M. Ellis and seconded by Cllr D. Holland, 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.

#### **24/170/TCP Town Council Magazine**

Proposed by Cllr M. Ellis and seconded by Cllr D. Holland, 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.

## 24/171/TCP Exempt Business

*The chairman brought the next item forward on the agenda.*

### a) **Footgolf at Strawberry Field**

Proposed by Cllr S. Larcombe and seconded by Cllr D. Holland, members agreed to **RECOMMEND TO FULL COUNCIL** to extend the licence for the footgolf business at Strawberry Field for a further period of three years and at an increased annual fee of £2,500 plus CPI (calculated as the annual increase in CPI for the preceding year from 1 April – 31 March), subject to the council reserving the right to give 12 months' written notice of termination at any time during that three-year period.

### b) **Town Council Magazine**

The administrative and community engagement assistant presented a mock-up of the proposed magazine.

*The administrative and community engagement assistant left the meeting at 8.05pm.*

A member was concerned that a decision seemed to have already been made to produce a magazine, rather than a newspaper, and it was important to consider what residents wanted. The member was also concerned about how the publication would be delivered to residents as there had previously been issues using Royal Mail and a suggestion had been made for someone from each street to deliver to their own street.

Several members had concerns about the staffing implications, including whether a full-time role was needed to produce a publication, whether the role should be advertised externally, whether all employees had been given the opportunity of this role, and whether it should be the Human Resources Committee making staffing decisions.

The town clerk said the staffing proposals had been thought out and the existing employee proposed for the role was believed to have the necessary skills. He said the staffing costs associated with this project were mainly for the backfilling of the employee's current role while they were seconded to the new role. He said as the project was initially only for a year and it was a secondment for that period, it didn't have to be advertised externally. However, if the publication was extended beyond a year and it was made into a permanent post, members could have a discussion at budget-setting in October 2025 and go through a process at that point.

The town clerk said ideally any decisions on staffing would be considered by the Human Resources Committee but if it was deferred to that committee, there wouldn't be a decision until the Full Council on 14 May 2025. This would mean delaying the process for three months so it was a pragmatic approach to bring the matter to this committee.

Some members were concerned this project didn't represent good value for money as it was a significant increase on the current costs of producing a quarterly newsletter.

The town clerk said the employee wouldn't just be producing the publication, they would also be continuing with other community engagement work and trying to improve the council's reputation in other ways through wider communications. He said there also needed to be resources to support the administration of the town bus so the backfilling of the role would help to support this function too.

Members asked for clarification on the size of the publication as the report suggested it would be eight to 12 pages but the mock-up was at least double that.

The town clerk said the mock-up was for demonstration purposes, only, but the number of pages in the magazine could be extended.

Members did not like the suggested name of the publication and the following suggestions were made: Lyme Life; the Lyme Connection, Lyme's Latest and Lowdown on Lyme.

*Cllr C. Reynolds left the meeting at 8.34pm.*

Members discussed the distribution of the publication and how it would be made available to residents after the first three months, if it was no longer being sent to every household. It was suggested holiday homes didn't need to receive a copy.

The town clerk said the council would continue to post the publication to people's addresses if they requested this after the first three months. They would also be available to pick-up at community points and as a digital copy.

Members asked why costs had been included in the budget for journalistic support.

The town clerk said it might be necessary to buy in some editorial on busier months, as the support services manager wrote the council's press releases but couldn't take on any more work.

Some members were concerned about the scale of the project and it would continue growing and more staff would be needed.

The town clerk reassured members that this project was already included in the budget as an objective so there would be no request for extra funding.

Proposed by Cllr P. Evans and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to adopt a town council publication in magazine format and for the name of the publication to be decided by the mayor, town clerk and support services manager.

Proposed by Cllr M. Denney and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to 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.

*The meeting closed at 9pm.*



**Committee:** Tourism, Community and Publicity

**Date:** 16 April 2025

**Title:** Matters arising from the minutes of the previous meeting held on 5 March 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 15 January 2024**

#### **Youth Council**

Cllr C. Reynolds has been staying in close contact with Mr Loveland, head of sixth form at Woodroffe, to try and move the Youth Council forward. She has suggested the members of the Youth Council meet members of this council and perhaps attend a council meeting.

Cllr C. Reynolds has also contacted Dorchester Youth Council, a very successful youth council, to set up a meeting between the two youth councils to share ideas and knowledge.

Mr Loveland said he would be in touch again after the Easter break, when there would be a new prefect team who he hoped to get involved.

Mr Loveland confirmed that members of the Youth Council would be happy to read out sections of The Tribute at the beacon lighting for the VE Day 80 celebrations.

#### **Repair Café**

The Repair Café was launched on Saturday 15 March 2025, opened by the mayor and mayoress, who were joined by the town clerk and several other members. The organisers said the feedback from both customers and volunteers has been overwhelmingly positive.

The next Repair Café is on Saturday 19 April, 10am to 1pm at the Boat Building Academy.

#### **Welcome Signs**

The welcome signs were installed on 7 April 2025.

## **24/162/TCP – Tourism, Community and Publicity Committee – Objectives**

### **Bid-writing**

A bid-writing session was held on Saturday 29 March 2025, led by David Tucker, chief executive of Lyme Regis Development Trust, and two local organisations attended.

As this was an objective for 2024-25, this was the final session.

### **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**.

### **24/165/TCP – Mermaids for Mental Health Event**

The Marine Parade Shelters were offered to the organisers of the event as an alternative to the beach. They were very pleased with this suggestion and booked the shelters for Saturday 19 July 2025.

### **24/166/TCP – Twinning Link with Barfleur**

The mayor wrote to the mayor of Barfleur to invite her to attend the VE Day 80 celebrations in Lyme Regis but unfortunately there has been no response. The mayor also sent an invite to the mayor of Cruelly, given the relationship with Lyme Regis Football Club; the mayor of Cruelly did respond but will not be able to come to Lyme Regis as they have their own celebrations for VE Day 80.

The Barfleur Twinning Association met on 27 March 2025 to discuss their next steps. At the meeting between members of the association and the council on 4 February 2025, the association members mentioned the Lyme Regis and Barfleur Plate, which was made by a Barfleur potter to commemorate the twinning arrangement between the two towns.

The plate is currently held by a member of the association's committee but at their recent meeting, they agreed it would be more appropriate for it to be properly displayed at the Guildhall with the other related memorabilia.

The support services manager has accepted this offer and the plate will be displayed on the wall in the Guildhall.

The association has reported that they have in contact with a member of the Barfleur Group, who indicated there are still a few people in Barfleur who are interested in the twinning relationship. However, it is apparent that they are not overly keen to travel to Lyme Regis due to a mixture of age and the stricter documentary requirements to enter the UK post-Brexit. It is not clear whether there is any formal support for the Barfleur group from their local municipality.

The Barfleur Twinning Association agreed they would offer to make a group trip to Barfleur in October, on the basis that it would be a simple one-off meeting rather than the more formal twinning weekend. The idea is to renew personal contacts, discuss future plans and to establish whether there

is sufficient real interest or commitment in Barfleur for them to continue as an active group. However, if this is not possible, the respective mayors or local authorities may have to decide if the link should be maintained on a purely formal basis.

The mayor has indicated that he would like to join the group on this trip if it goes ahead and has asked to be kept updated on the plans.

### **24/167/TCP – Support for Charity Fundraising**

The entrance fees for the charity abseil for Weldmar Hospicecare have been paid by the council and the event takes place on Sunday 18 May 2025.

### **24/169/TCP – Footgolf at Strawberry Field**

The owner of the footgolf was informed of the lease extension on 4 April 2025.

### **24/170/TCP – Town Council Magazine**

The first edition of the town council magazine will be published on Friday 2 May 2025 and thereafter on the first Friday of each month. The name chosen for the magazine is LymeLiving and it is A4 in size. The first edition is 16 pages.

The front and back pages feature photographs taken by a Woodroffe School student. Photography students will be providing front and back page photographs for all editions in future and some might also be used on inside pages.

Three quotes were obtained for the printing of the magazine and Advantage Digital Print in Dorchester was chosen as the preferred contractor.

Due to the logistics and the length of time it would take to post the magazines from the office, three quotes were sought from distribution companies who could package and distribute them in a timely way. IMS Group in Bournemouth was chosen as the preferred contractor.

As planned, the first three editions will be sent to every property in Lyme Regis, of which there are 2,642. It will also be available on the council website, with links from our social media, and it will be emailed to those who previously signed up to the council newsletter. Anyone who would like to continue receiving a hard copy after July 2025 can request one and anyone can join the mailing list.

'Dump bins' have been ordered so the magazines will be available to pick up at community collection points and piles will also be given to local pubs, restaurants, cafes, etc.

Adrianne Mullins  
Support services manager  
April 2025

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 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**

The latest website stats are below:

	Jan	Feb	March	Total
<b>2024 Views</b>	44,556	39,095	52,261	637,870
<b>2025 Views</b>	29,228	28,287	31,838	89,353

The webcam is still offline and we continue to work with Dorset Council as our IT provider to try and resolve this.

There are currently features on the website about Stampede by the Sea, Easter in Lyme Regis and 'slow tourism', as well as a competition in partnership with Lyme RIB Rides.

This year is Jane Austen's 250<sup>th</sup> birthday and events are taking place nationwide to celebrate this. One of the events taking place in Lyme Regis is the museum's guided Jane Austen tour so this and any other events will be promoted. They will also be fed into the England's Coast website and other international marketing.

#### **Sculpture Trail**

As reported to the previous meeting, the two sculptures designed by Woodroffe School students which will be taken The Octopus in Portland stone and The Dinosaur in metal. These are currently being made by in Colyton and Chideock by sculptor Ben Russell and blacksmith and ironworker Simon Connett. The students have visited the workshop to see the work in progress.

The picture below shows The Dinosaur sculpture coming along.



### **Stampede by the Sea**

Weldmar Hospicecare's Stampede by the Sea event was launched on 28 March 2025, following overnight installation of the elephant sculptures on 27 March 2025. The mayor and mayoress attended the official launch at the Old Salthouse in West Bay.

The trail has proven to be hugely popular and will remain in place until 26 May 2025.

### **Town tourism data**

For the past two years, the council has commissioned town tourism data via Visit Dorset from the South West Research Company. Officers have commissioned this data again for 2024.

The cost will be £288 + VAT but if more than one town signs up, the price would drop to £230 + VAT. The data will be available in late-autumn/early-winter.

### **Lyme in Bloom**

The revival of the Lyme in Bloom competition is an objective for 2025-26. As it is too late in the season to launch the competition, the preparations and expenditure will happen in 2025-26, ready for judging of the competition entries in April/May 2026.

Cllrs P. Evans and M. Ellis were delegated to work on this event with officers. It is planned to initially meet with local resident, Wendy Alexander, who previously ran the event, to take advantage of her expertise.

### **Lyme Regis Business Association**

Regular meetings with Lyme Regis Business Association will now be taking place every quarter. Officers met with the group on 17 March 2025 and discussed the following: new waste and recycling regulations; Dorset Council's proposed highways' changes in Broad Street and Cobb Square; the town infrastructure group; plans for the business group's 2025 Christmas event; free parking days in Lyme Regis; grants from this council and Dorset Council; re-introducing a food and drink concession;

additional signage for road closures; community/council-owned catering equipment; alfresco seating charges; the town council magazine; and 2025 events.

The notes of the meeting were emailed to members on 9 April 2025.

### **Visitor Hub**

The Visitor Hub opens on Saturday 12 April until Easter Monday, with an increased number of volunteers.

Adrianne Mullins  
Support services manager  
April 2025

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 2025

**Title:** Tourism, Community and Publicity Committee – Objectives

**Purpose**

To allow members to review progress of the committee's 2025-26 objectives

**Recommendation**

Members note the report

**Background**

1. During the 2025-26 budget-setting process, objectives were agreed for the year and a budget estimate identified against each project.
2. At the Full Council meeting on 3 April 2025, the objectives were formally assigned to committees.

**Report**

3. Members can review progress on the objectives at each meeting.
4. This committee's 2025-26 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 8A**. Updates are highlighted in yellow.
5. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

John Wright  
Town clerk  
April 2025

APPENDIX 8A

Objective	Budget	Lead officer	Committee	Target completion date	Progress/comments
Invest in the sculpture trail	6	AM	TCP	July '25	£4,500 allocated to The Woodroffe School to produce three sculptures; work in progress.
Undertake VE day events	1	AM	TCP	May '25	Programme of events agreed. Preparations in a process.
Continue with the bursary scheme	5	AM	TCP	March '26	Scheme to be re-promoted to local organisations. Report to the Tourism Community and Publicity Committee on 16 April 2025 to review 2024-25.
Promote and support The Woodroffe School Youth Council	4	AM	TCP	TBC	
Organise a mini-golf event	2	AM	TCP	October '25	Event to be planned for Halloween.
Organise a floral competition	1	AM	TCP	TBC	
Organise a Sporting Lyme event	2	AM	TCP	September '25	Initial thoughts are for a series of events between May and September 2025. Member volunteers have been identified and an initial meeting with local sporting organisations will take place in April.
Improve noticeboards	4	AM	TCP	June '25	Locations to be finalised and order placed in April.
Undertake newsletter enhancement	40	AM	TCP	May '25	First edition scheduled for 2 May 2025.



LYME REGIS TOWN COUNCIL

PARTY IN THE PARK WORKING GROUP

MINUTES OF THE MEETING HELD ON WEDNESDAY 26 MARCH 2025

**Present**

**Members:** Cllr G. Caddy, Cllr S. Larcombe

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

**1. Apologies**

None.

**2. Minutes of the previous meeting on 5 February 2025**

Proposed by Cllr S. Larcombe and seconded by Cllr G. Caddy, the minutes of the previous meeting on 5 February 2025 were **APPROVED**.

**3. Update on actions from previous meeting**

- *AM to make enquiries with Cinema Hire 4U about open-air cinema, including costs.*

AM said she had made enquiries with Cinema Hire 4U and a quote had been obtained for the XL Screen Package, with a cinema technician and a PA system, at a cost of £1,450 plus VAT.

Due to it being midsummer, the timing of the film showing as a potential issue as the sun would not set on Friday 20 June until 9.28pm and the best results were when it is dark. However, the gardens are in the shade much earlier than this so there is potential to show the film earlier. It was agreed the film would start at 8.30pm.

Following suggestions from members, it was agreed the film would be Wonka.

- *AM to bring update on bands to next meeting.*

AM said Elijah Wolf had booked Jo Cooke and Jaws. Leggomen, What the Funk, Area 52 and Tilly, Ben and Mike were not available and there had been no response from Bloc off the Wall.

However, Mama Feel Good and We Funk were available. It was agreed Elijah would be asked to check the fee for these and to book if reasonable.

- *AM to contact the Royal Standard and SWiM to let them know there would be live music for this event.*

AM said she had contacted both and SWiM had acknowledged receipt.

As Rockfish had now opened in the gardens, it was agreed they should also be informed.

- *GC to confirm with the Volunteer Inn that they could run a bar on Marine Parade.*

GC said the Volunteer Inn had not confirmed but it was likely they would be able to do it, and she would chase this up.

- *SL to contact Spud Pod.*

SL provided the contact details for Spud Pod and it was agreed AM would contact them to book.

- *GC to contact Spice and Rice.*

GC had spoken to Spice and Rice and provided AM with the contact details. AM said Spice and Rice had confirmed.

AM said Milly's ice cream cart had also confirmed.

- *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 said the measurements of the lower section of the former putting green had been provided to A1 to check which inflatable would fit there.

The area below the mini golf had also been identified as a potential location for a second inflatable and the measurements had also been provided to A1.

There had been no response from A1 yet but AM would chase this.

- *AM to make further enquiries with Jurassic Embroidery once the logo is agreed.*

It was agreed t-shirts would be provided to all stewards, bands, bar workers, members and anyone else working at the event.

It was agreed they would be white t-shirts with a small logo on the front breast and a larger logo across the back.

It was suggested the t-shirts could be advertised so the public could order them if interested.

- *CA to make further changes to the logo and circulate to members by email to agree before the next meeting.*

CA showed the latest suggestion for the logo, which was approved.

It was agreed CA would now create a Facebook event and start publicising the event using the logo.

## **Actions**

- AM to book the outdoor cinema and arrange for the film to be Wonka.
- AM to ask Elijah Wolf to make enquiries with We Funk and Mama Feel Good and to book if the costs are reasonable.
- AM to contact the Rockfish to let them know the event is taking place.
- GC to get final confirmation the Volunteer Inn that they could run a bar on Marine Parade.
- AM to book Spud Pod.

- AM to chase A1 Weymouth Bouncy Castles and book inflatables.
- CA to start publicising the event and create a Facebook event.

#### **4. Other suggestions**

It was suggested there could be a VIP tent on the day.

It was suggested Kate Newman could be asked to do the photography and videos ay the event.

#### **5. Date of next meeting**

Wednesday 7 May, 11am.

DRAFT

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 2025

**Title:** Additional Free Parking Days

**Purpose of the Report**

To allow members to agree two additional non-charging days in Lyme Regis car parks in 2025 as suggested by Lyme Regis Business Association

**Recommendation**

Members agree the two additional non-charging days in Lyme Regis car parks in 2025 as suggested by Lyme Regis Business Association

**Background**

1. At a meeting of this committee on 15 January 2025, members were asked to consider the non-charging days in Lyme Regis car parks for 2025.
2. Each year the town council nominates non-charging days for Dorset Council car parks in Lyme Regis and the same non-charging days are then applied to Woodmead Car Park, only.
3. Following consideration by this committee, it was resolved by the Full Council on 12 February 2025 to agree '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.'
4. Small Business Saturday on 29 November 2025 is also a non-charging day as this is a requirement of Dorset Council.

**Report**

5. A meeting took place with Lyme Regis Business Association on 17 March 2025 and they were asked which two dates they would like free parking.
6. Following consultation with the wider membership, the association has requested Saturday 11 and Sunday 12 October 2025. This week has historically been when the Totally Locally initiative takes place. Although the association is unsure what the plans are for this initiative, they would like to secure free parking on those dates in anticipation.
7. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

Adrianne Mullins  
Support services manager  
April 2025

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 2025

**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. At the previous meeting of this committee on 5 March 2025, members were asked to consider whether to re-introduce a static and mobile vendors' concession, which was taken to mean food and drink vendors.
2. It was reported to the committee that in 2016, it was decided to no longer offer a static and mobile vendors' concession from 2017 onwards. The report explained that there had recently been three separate enquiries from food and drink vendors and one of them, H. Simmonds, spoke in the public forum about his proposal for a solar-powered lemonade cart.
3. It was proposed by this committee and subsequently resolved by the Full Council on 3 April 2025 'to re-introduce a static and mobile vendors' concession if the concession is not in direct competition with existing businesses and subject to consultation with Lyme Regis Business Association.'

### **Report**

4. A meeting took place with Lyme Regis Business Association on 17 March 2025 and they were asked for their views on re-introducing the concession. They were given until 10 April 2025 to consult with the wider membership and feed back their views.
5. On 10 April 2025, the chairman of the association contacted the support services manager and said she had received no feed back from the members.
6. Members are asked to confirm the position on re-introducing the concession with this in mind.
7. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

Adrianne Mullins  
Support services manager  
April 2025

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 2025

**Title:** Sporting Lyme – Delegation of Members

**Purpose of Report**

To allow members to delegate members to work on the organisation of Sporting Lyme

**Recommendation**

Members delegate Cllrs G. Caddy, M. Denney, C. Reynolds and A. Wood to work on the organisation of Sporting Lyme

**Background**

1. At a meeting of this committee on 15 January 2025, members were asked to consider the idea of a sporting festival called Sporting Lyme. A sum of £2,000 was agreed in the 2025-26 objectives for this event.
2. It was proposed by this committee and subsequently resolved by the Full Council on 12 January 2025 that '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'.

**Report**

3. Officers met with Cllr P. Evans, who is leading on this, and it was agreed it would be good to have the involvement of several members to take it forward. Interest was sought by email and the following members indicated they would like to be involved: Cllr G. Caddy, Cllr M. Denney, Cllr C. Reynolds and Cllr A. Wood.
4. Members are asked to formally delegate these four members to take forward Sporting Lyme.
5. Cllr Evans has worked with officers to compile a list of sporting organisations in and around Lyme Regis and has drafted a letter to send to them. It invites them to attend a meeting at Lyme Regis Powerboat Club on Friday 16 May at 7.30pm to gauge the level of interest.
6. The intention is that the event will be held between May and September 2026.
7. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

Adrianne Mullins  
Support services manager  
April 2025

**Committee:** Tourism, Community and Publicity

**Date:** 16 April 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 – 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
  - Ministry of Housing, Communities and Local Government - Strengthening the standards and conduct framework for local authorities in England
  - Dorset Council – Town and Parish Council Climate and Nature Survey
  - Dorset Council – Street Lighting Policy Consultation
  - Dorset Council – Extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022
  - Dorset Council – Parents Views on Before and Afterschool Childcare
2. **Appendix 13A** 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 14 May 2025.

Adrianne Mullins  
Support services manager  
April 2025

# APPENDIX 13A

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	11/03/25	09/06/25	Dorset residents	Social media and website	N/A	<p>Dorset Council are now consulting on their proposed changes to the way in which day opportunities are delivered in Dorset.</p> <p>People are invited to share their thoughts at several online events in March, April, May and June. Dates of events and links to join the meetings are available <a href="#">here</a>.</p>
Dorset Council –	11/12/23	18/01/24	The public	Social media	Report to the Town	The Active Travel Infrastructure



Active Travel Infrastructure Plan			and stakeholders	and website	Management and Highways Committee on 3 January 2024, with a recommendation that completion of the survey is delegated to the town clerk in consultation with three members from the committee	Plan was considered by Dorset Council's Place and Resources Overview Committee on 21 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 – 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 Proxy Voting at Local Authority Meetings	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 response would be delegated to the town clerk, Cllrs S.	No update.

					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	1,526 responses were received to this consultation. Subject to Parliamentary and Senedd approval, DEFRA intends to proceed with planned regulatory reform for the 3 Core Reforms and 9 Technical Amendments outlined in the 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 delegated to Cllrs S. Cockerell and P. May and an	No update.

					officer	
Dorset Council – Street Lighting Policy Consultation	24/03/25	04/05/25	The public	Social media and website	Report considered by the Town Management and Highways Committee on 9 April 2025 and agreed a response would be delegated to Cllrs S. Cockerell and M. Ellis with the town clerk	Consultation still open.
Dorset Council – Extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022	24/02/25	20/04/25	The public and stakeholders	Social media and website	Report considered by the Town Management and Highways Committee on 9 April 2025 and no comments made	Consultation still open.
Dorset Council – Parents Views on Before and Afterschool Childcare	31/03/25	30/04/25	Parents	Social media and website	N/A	Consultation still open.