

## 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.*