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Town Clerk

Lyme Regis Town Council

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Town Management and Highways Committee

Core Membership: Cllr B. Bawden, Cllr J. Broom, Cllr R. Doney, Cllr K. Ellis, Cllr M. Ellis, Cllr B. Larcombe MBE, Cllr D. Sarson, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams.

Notice is hereby given of a meeting of the Town Management and Highways Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on Wednesday 26 June 2019 commencing at 7pm, when the following business is proposed to be transacted:

John Wright
Town Clerk
21.06.19

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

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

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

AGENDA

1. Election of Chairman and Vice-Chairman.

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2019/20

2. Terms of Reference

To allow the committee to receive its terms of reference

3. 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

4. Apologies

To receive and record any apologies and reasons for absence

5. Minutes

15. Hydrock Report

To allow members to consider the latest information provided by Hydrock, concerning car parking, signage and transport strategies for Lyme Regis and the surrounding area.

16. Complaints and Incidents

17. 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 – Henry’s Way Play Park

Committee: Town Management and Highways

Date: 26 June 2019

Title: Election of Chairman and Vice-Chairman

Purpose of Report

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2019/20

Recommendation

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2019/20
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2019/20

Background

- 1. Standing order 4.d states the council may appoint standing committees and 'shall permit a committee to appoint its own chairman at the first meeting of the committee.
- 2. Consequently, nominations are sought for the chairman and the vice-chairman of this committee.
- 3. Other relevant standing orders that inform and govern the election of chairmen and vice-chairmen are detailed below.
- 4. Standing order 3.t states:

'Unless standing orders provide otherwise, voting on a question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave their vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda. If at least two members request, voting may be by signed ballot.'
- 5. Standing order 8.a states:

'Where more than two persons have been nominated for a position to be filled by the council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. A tie in votes tie may be settled by the casting vote exercisable by the chairman of the meeting.

Committee: Town Management & Highways

Date: 26 June 2019

Title: Terms of Reference

Purpose

To allow the committee to receive its terms of reference

Recommendation

The committee receives its terms of reference

Background

1. On 15 May 2019, the Full Council approved the terms of reference for its committees.
2. The terms of reference for the Town Management & Highways Committee, along with the general terms of reference that apply to all the council's committees is attached, **appendix 2A**.
3. Any recommendations from this committee will be considered by the Full Council on 24 July 2019.

John Wright
Town clerk
June 2019

Terms of Reference

2. Committees – General

- 2.1 The purpose of the council's committees is to consider issues under their remit. Issues will normally be outlined in a report prepared by officers and each report will normally include a recommendation.
- 2.2 Any recommendation(s) from a council committee will be considered at the subsequent meeting of the Full Council. Any decision or recommendation from a council committee has no status until it has been adopted by the Full Council by way of a resolution. This is unless a committee has devolved powers, i.e. Planning in respect of making recommendations direct to Dorset Council on planning applications.
- 2.3 Each committee will:
 - 2.3.1 Elect its chairman and vice-chairman from among its membership;
 - 2.3.2 Confirm the accuracy of the minutes of the last committee meeting;
 - 2.3.3 Agree and review the terms of reference for sub-committees, working or advisory groups that report to the committee;
 - 2.3.4 Receive nominations to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.5 Elect chairmen and vice-chairmen to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.6 Appoint any new sub-committees, working or advisory groups, confirmation of their terms of reference, the number of members (including, if appropriate, substitute councillors), receipt of nominations and the election of chairmen and vice-chairmen to them;
 - 2.3.7 To examine on behalf of the council various policies, strategies and plans relating to its subject area and to report these to the Full Council;
 - 2.3.8 To undertake reviews or policy development tasks in relation to any matters falling within the remit of the committee;
 - 2.3.9 To work with other relevant committees of the council where an area of work is shared with that committee.
- 2.4 Council-approved projects and objectives will be delegated to the relevant committee.

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 10 APRIL 2019

Present

Chairman: Cllr J. Broom

Members: Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr S. Larcombe, Cllr S. Miller, Cllr Mrs C. Reynolds, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams

Officers: Mr M. Adamson-Drage (operations manager), Mr M. Green (deputy town clerk) Mrs A. Mullins (administrative officer), Mr P. Williams (operations supervisor)

Guests: Mr R. Hussey (John Stark and Crickmay Partnership)

18/102/TMH

Public Forum

Mr N. Ball

Mr Ball spoke in relation to agenda item 11, Henry's Way Play Park and asked that the item was discussed in the public forum. He understood finances needed to be discussed in exempt business but the public wanted to know what was being proposed. He said there had been no public consultation on the proposals and he asked why. Mr Ball said the notice on the gate of the park said it was suitable for children up to the age of nine but he asked what had happened to the other sign, which was taken down. He said he had met with Cllr J. Broom to outline his concerns but a public consultation should have taken place way before. Mr Ball said it seemed the senior council staff did not talk to councillors and he asked who really had the power. He said the problem needed to be addressed and the council needed to be more specific in what was required regarding consultation and research. Mr Ball said he was in favour of new like-for-like equipment, but what was proposed was insensitive to houses surrounding the park. He said he had seen many small children using it and had spoken to parents who used the park and preferred it because it was small and only for young children.

Mr Ball asked how much the council had already paid Hydrock for the traffic and transport report. He said the councillors were told they would see the report and there had been no public consultation as promised. He said there was a lack of transparency and he hoped councillors and senior staff would work more closely in the new administration.

Mr Ball also spoken about the recent filming in the town and the fee paid to the council, but this was not on the agenda.

The deputy town clerk said there were aspects of the report that were disappointing and he would prefer to have a better version of the report before it was circulated more widely.

In response to Mr Ball's comments in the public forum, the deputy town clerk said the report cost around £22k but the full amount had not yet been paid. He added a meeting was taking place on 24 April 2019 with the chairmen of this committee and the Strategy and Finance Committee to discuss the way forward and inform discussions with Hydrock.

Langmoor and Lister Gardens lighting project

As the project would not require planning permission, Cllr S. Miller asked if it would be expedited.

Cllr J. Broom said it was hoped the lighting would be in place by mid-June.

Cllr S. Williams raised issues of seating on the Marine Parade, the shelters' lift, the Bay Hotel and the putting green, but these matters were not on the agenda.

18/108/TMH Update Report

Mary Anning headstone

Cllr Mrs C. Reynolds said the cleaning of the headstone had been well received by Mary Anning's family.

Charmouth Road park and ride

The deputy town clerk said the park and ride was running as of today's date.

Marine Parade toilets

Cllr Mrs M. Ellis asked if there was a date for the outstanding works to be completed.

The operations manager said there was no date, but LF Webb were in regular contact with Skinner Construction and the retention was still being withheld.

Blue Sea Café

Cllr Mrs M. Ellis asked if there was a timescale for the completion of the work.

The operations manager said the timescale was unknown as the ceiling covering had to be removed to check a water leak.

Cllr Mrs M. Ellis asked for members to be updated on the situation when the ceiling was removed.

18/111/TMH Flail Verge Cutter/Hedge Mower

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Miller, 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 the financial or business affairs of a 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.

18/112/TMH Henry's Way Play Park

Several members were concerned about the height of the proposed trail rider and play tower due to the intrusion on neighbouring properties and felt the equipment should be more appropriate for children under nine years old.

Cllr Mrs C. Reynolds was concerned the council was considering changing the proposals but the designs had already been shown to the local schools and their favourite one chosen.

Cllr Mrs M. Ellis said due to the concerns of residents and members not being aware of the age restrictions, the equipment should be replaced like-for-like. She said the new equipment which the schoolchildren liked could instead be put at Anning Road park.

Cllr D. Hallett said he was concerned about the lack of public consultation. However, the operations manager said he had hand delivered letters to every house in Henry's Way and Admiral Heights, and houses around the park in Queen's Walk and Elizabeth Close.

Cllr J. Broom said he would support a significantly smaller investment in the park, limited to essential maintenance and new equipment restricted to a younger age group. He said the fence should also be heightened to at least 6ft and a gate installed at the top of the slope.

Proposed by Cllr J. Scowen and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to replace the existing play pads at Henry's Way play area with wet pour and select a contractor to install new 'toddler' equipment, for which costings should come in at under £15k; to pursue whether the remainder of the section 106 money could be spent in the Anning Road play area; and to install fencing at Henry's Way play park at least 6ft in height and a gate at the top of the slope.

18/113/TMH Exempt Business

a) Flail Verge Cutter/Hedge Mower

Members discussed whether to hire or buy a machine and there was general agreement to buy one.

Committee: Town Management and Highways

Date: 26 June 2019

Title: Matters arising from the minutes of the Town Management and Highways Committee meeting held on 10 April 2019

Purpose: 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

18/107/TMH – Matters arising from the minutes of the Town Management and Highways Committee meeting held on 10 April 2019

Refurbishment of Council Offices

The measured survey of the existing offices has now been completed and the information provided to the council.

It has been ascertained that Beauchamps surveyors of Bridport, undertook a condition survey of the building in 2013, and are providing a copy. Once that has been received, it will be reviewed to ascertain to what extent it needs to be updated.

As previously instructed, notice will be served on the TIC on or before 1 September 2019.

Work has commenced on a more detailed project plan which will be brought to the next meeting of this committee.

Langmoor and Lister Gardens Lighting Project

All trenching for the woodland lighting has now been completed and the cable ordered. The caging to secure the uplighters is still awaited and the concrete pads will be installed as soon as the cages have been received and the precise locations finalised.

18/110/TMH Roof Replacement above the Swim, the antique and craft centre, and the amusement arcade

The new roof covering can be laid on top of the existing asphalt roof; this will reduce disruption and cost. Inevitably, there will be disruption throughout the life of the contract, particularly when the new balustrade is fitted but the disruption will be more 'surgical' than previously anticipated.

Committee: Town Management and Highways

Date: 26 June 2019

Title: Update Report

Purpose of the Report

To inform members about progress on significant works and issues

Report

Millennium Clock & Jubilee Pavilion Clock

The Millennium Clock has been losing time recently and remedial repairs were undertaken on 29 May. The engineer is due to return for the necessary repairs on 5 July. 'Mayor Owen Lovell' wording will also be re-introduced to one side of the clock, during this repair. Furthermore, the Jubilee Pavilion Clock internal lighting has failed. The internal fixtures will be converted to take LED bulbs on 4 July.

Puffin Crossing

The town clerk has now been advised by Dorset Council has now confirmed that the puffin crossing is likely to be installed in Broad Street *'providing resources are available this autumn/winter.'* The response about timescales for the relocation of the bus stop was *'in parallel I need to start to look at parking/bus stop issues, depending on consultation and objections this is difficult to pin point. I would suggest 8 to 12 months from experience.'*

Officers will continue to liaise, seek clarification and update as and when information is received.

South Avenue Parking Permits

The request to introduce parking permits in South Avenue is still under consideration by the Communities Highways Team Leader at Dorset Council. An initial discussion took place on 6 June and the request is now being assessed. No further information is available at the current time.

Anning Road Playground Surface

An independent inspection of Anning Road playground surface was completed by the Play Inspection Company in May (Annex 9A). Eibe's surfacing contractor are undertaking remedial patch repairs and other spray repairs to the surface on 2 July. The playground will be closed for this work, and for 6 hours afterwards for curing. Notices will be posted in advance.

Winter boat storage at Monmouth Beach

Payment hasn't been received from Dorset Council for the use of the rear section of Monmouth Beach car park for boat storage from October 2018 to March 2019. The town clerk has been involved in email exchanges and telephone conversations with Dorset Council's property services team about this matter. Dorset Council are refusing to

AGENDA ITEM 9

The intention would be to let the premises as a bare painted shell with fit out to be undertaken by the tenant. The amount of interest and the potential range of uses is such that the level and type of fit out could vary considerably as between one potential occupier and another.

The suggested process for selecting a tenant will be reported to the next meeting with the intention that a tenant be selected by 1 September. In the meantime, more formal marketing will take place and the 15-20 parties who have expressed an interest to date will be kept informed of the situation and timescales.

Barber Surf Rake

The new beach rake arrived last month and has been operating very effectively collecting more debris than the old machine. Members should be aware that having invested over £50,000 in this new machine, an undercover storage facility should be considered. This should preferably be closer to the beach, along with the skip, which would save on fuel costs and allow the machine to be kept in the best condition.

ATM

Planning permission was sought by Cashzone and was refused due to the Listed status of the buildings on top of Bell Cliff. Cashzone have been asked if they will submit further planning permission for the site at the bottom of Bell Cliff on Marine Parade. Officers are waiting for a response.

Gardens Refurbishment

The operations manager and works supervisor met with Mr Nigel Ball in the gardens on 19 June to discuss the current programme of refurbishment.

Matt Adamson-Drage
Operations manager
June 2019

Mark Green
Deputy town clerk

John Wright
Town clerk



Mr Matt Adamson-Drage
 Lyme Regis Town Council
 Guildhall Cottage
 Church Street
 Lyme Regis
 Dorset
 DT7 3BS

31 May 2019

Dear Matt

Ref Playground Surfacing, Anning Road

Further to my site visit please find following my findings and conclusions regarding the surfacing installed at the play area in Anning Road. I will begin with the problems and potential causes of such and follow on with my conclusions and potential options moving forward.

- The surfacing itself is of poor quality with a number of the joints failing and these will continue to fail as time goes by as it would appear these are 'cold' joints where work has stopped for long enough for the surface to cure before starting again.
- There are areas where it would appear that insufficient binder has been used and this has resulted in patches wearing through the surface.
- There is no base layer for the surface, whilst this is a fairly common way in which to lay this surface it invariably results in an uneven finish across the site.
- There are a number of soft spots in the surface, this is usually caused by the membrane being laid directly over the existing vegetation and when that rots away the surface starts to subside as it has done on this occasion.
- The surface is only 20mm deep in many areas and may not provide adequate impact attenuating properties for the equipment it is around, but this would need further investigation with specialist equipment to determine results.
- There are weeds growing through or on the surfacing and the weed roots will cause further damage to the surfacing.
- Some parts of the surface have already been patched and some of the patches are already separating at the joints.



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Committee: Town Management and Highways

Date: 26 June 2019

Title: Beach Disabled Access

Purpose

To allow members to decide whether to introduce rubber matting for easier shoreline disabled access and to consider hiring usual wheelchairs as well as beach wheelchairs.

Recommendation

- a) Members agree introducing rubber matting to the pebble side of the groyne to allow easier disabled access to the shoreline.
- b) Members agree to purchase two ordinary wheelchairs to enhance the council's offer for disabled people on the seafront.

Background

- 1. Two beach wheelchairs were purchased in the last 2 years. A further flotation wheelchair was purchased last year. These have been well received and are well used.

Report

- 2. The seafront attendant reported recently that getting the beach wheelchairs to the shoreline was proving difficult for some hirers, due to soft sand and the numbers of people to navigate on the beach on busy days. Also some members of the public were enquiring about hiring ordinary wheelchairs.
- 3. Some rubber matting akin to those at Beer could be employed on the pebble side of the groyne to allow easier access to the shoreline. The seafront attendant would be able to deploy and remove this at discretion throughout the summer season. Bespoke products such as MOBI-MAT over 25m can cost in excess of £3500 +VAT, but simple roll-out rubber matting is £180+VAT for 5m.
- 4. The cost of two ordinary wheelchairs would be around £300+VAT. It is intended to operate these on a deposit basis as per the beach wheelchairs.
- 5. Any recommendations will be considered by the Full Council on 24 July 2019.

Matt Adamson-Drage
Operations manager
June 2019

Committee: Town Management and Highways

Date: 26 June 2019

Title: Gardens Handrail replacement

Purpose of the Report

To allow members to consider the way forward for handrail replacement in the gardens

Recommendation

Members should consider an ongoing replacement strategy; whether to use recycled plastic timber or metal or continue with wooden handrails and posts.

Report

1. The wooden handrails in the gardens are beginning to fail in some numbers. They were installed as part of the stabilisation project in 2006/7 on various flights of steps including the long steps towards Holmbush car park (82 posts). Other steps in the gardens had metal handrails installed. A longer term solution than wood may be appropriate as they fail. Recycled timber or galvanised, black powder coated steel could be preferable for durability, although costly.
2. Wooden posts are around £10 for 2.4m at 160mm diameter. Wood is a sustainable product, provided it is ethically sourced, and can last if treated and maintained properly. The current posts have lasted 13/14 years and are generally rotting where they meet the ground.
3. Recycled plastic timber is costly, approximately £50 per post but is considered environmentally friendly. Warping, UV tolerance and discolouring issues of early plastic timber products have largely been dealt with by the industry through modifications and additives to the mix. Recycled plastic products today are durable and maintenance free.
4. Wrought iron metal handrails exist on many of the steps in the gardens and have remained in relatively good order. This would be a more costly solution than wood. Simple black powder coated galvanised handrail tubes at 3 metres are approximately £20 with connectors and bolt down base units at approximately £5 and £10 respectively (or concrete-in). A bespoke solution would cost much more.
5. Changing handrails in the gardens from wood to plastic timber or metal may not require planning permission and if members wished to proceed with metal or plastic timber, officers would check with Dorset Council planning department.
6. Rather than a sweeping project of replacement it is intended that handrails and supporting posts on flights of steps are replaced as posts on flights of steps fail.

Matt Adamson-Drage
Operations manager
June 2019

Committee: Town Management and Highways

Date: 26 June 2019

Title: Weed spraying

Purpose

To allow members to consider the wider debate around glyphosate-based products such as Roundup and confirm a way forward

Recommendation

Members consider whether to continue to sanction weed spraying with glyphosate-based products while keeping the product under review

Background

1. In March 2015 the World Health Organisation's International Agency for Research on Cancer (IARC) produced a report which detailed glyphosate as a probable carcinogen, increasing its previous rating as a 'possible carcinogen'. The product remained licenced in the EU, although this provoked much debate with some countries considering banning it. In 2017 the EU re-licenced glyphosate for another five years, as the scientific evidence was not compelling enough to ban it. The IARC consider eating pork, lamb or beef, or drinking coffee, to be probable carcinogens.
2. IARC carcinogenic classification groups are:
 - a. Causes cancer (eg. smoking or eating processed meats).
 - b. Probable Carcinogen (eg. glyphosate or eating pork, lamb or beef).
 - c. Possible Carcinogen (eg. petrol).
 - d. Not classifiable as a cause of cancer.
 - e. Probably not a cause of cancer.
3. There are currently five councils who are pesticide free in the UK; Wadebridge, Glastonbury, Lewes, Frensham and Hammersmith & Fulham. Derry in Northern Ireland have also committed to stop using pesticide, as have Croydon and Cowes. Residents of 40 or so other towns in the UK have begun pesticide-free campaigns to convince their councils to reduce and eliminate the use of glyphosate.
4. All county and city councils in the UK continue to use glyphosate as it is an EU licensed product until 2022, except Bristol Council who have committed to phase it out within 3 years. Around the world Sri Lanka, Belgium, Bermuda, Saudi Arabia, Kuwait, Qatar, Bahrain, Oman and the United Arab Emirates have either banned or stopped using the product. The Netherlands have banned non-commercial use and France has pledged to ban it by 2020.

Committee: Town Management and Highways

Date: 26 June 2019

Title: Speed Indicator Device

Purpose

To allow members to decide on the locations of the Speed Indicator Device and decide on the purchase of a new solar powered device.

Recommendation

- a) Members agree the locations, in Sidmouth and Charmouth Road, of the speed indicator device, in addition to Timber Hill, and instruct officers to consult local residents before pole installation.
- b) Members consider purchasing a solar-powered Vario SID or continue with the existing battery-operated device.
- c) If members decide to purchase a new device, members decide whether to offer our obsolete device to Thorncombe Parish Council.

Background

1. SIDs are most effective when they are periodically moved so motorists do not become used to them and ignore them. Lyme Regis only has the Timber Hill site at present, which is used periodically, and further sites were recommended by the Dorset County Council (DCC) Safer Travel team.
2. It was recommended by this committee on 16 January 2019 and subsequently resolved by Full Council to instruct officers to ask the DCC Safer Travel Team to conduct a survey of two new SID sites; Charmouth Road and Sidmouth Road.

Report

3. Following Full Council on 1 May 2019 members requested a further survey of the old SID location on Sidmouth Road which has been completed. Dorset Council would prefer the location they last surveyed at the outskirts of town on Sidmouth Road. "The eastbound traffic doesn't meet the minimum speed of 35mph at LRTC's location with an 85%ile of 34.2mph". However as it is so close to 35mph Dorset Council are willing to make an exception if there is a still strong feeling amongst LRTC members. The site Dorset Council prefers has a higher 85%ile and helps protect more residents of the town.

Charmouth Road



Sidmouth Road



Committee: Town Management and Highways

Date: 26 June 2019

Title: Henry's Way Play Park

Purpose of the Report

To allow members to review the latest designs for refurbishment of Henry's Way play park and decide on a contractor to engage for the project

Recommendation

Members should approve a contractor that offers the best package in terms of equipment for the children, guarantees, contractor pedigree and cost.

Background

1. Quotes for resurfacing work to Henry's Way play area were brought to this committee on 14 November 2018. They ranged from £5,996+VAT to £7,306 +VAT. Members decided instead to pursue quotes for a full refurbishment of the play park and pursue section 106 monies towards funding the project.
2. Section 106 funds were secured from West Dorset District Council of £29,380.28. Dorset Council have confirmed that any monies leftover could be spent by LRTC on other playpark projects/equipment elsewhere in town subject to DC scrutiny.
3. Consultation of local residents and local schoolchildren was conducted and was reported to Full Council on 20 March 2019.
4. Following objections from some local residents to the proposed design schemes the issue was referred back to the Town Management & Highways committee which was held on 10 April 2019.
5. On 1 May 2019, Full Council resolved to select a contractor to replace the existing play pads at Henry's Way play area with wet pour and to install new 'toddler' equipment. This project was to include, at least, 6ft high wooden perimeter fencing and a gate at the main entrance at the top of the slope.

Report

5. Several companies have been approached to quote for new designs: Kompan, Produlic, Sovereign and Sutcliffe Play. Sutcliffe Play decided not to quote due to current workload.
6. Short contractor profiles:
 - Kompan is one of the largest playpark suppliers in the UK and has a foothold in five continents. Recent work includes the main play parks at Axminster and Honiton.

Committee: Town Management & Highways

Date: 26 June 2019

Title: Terms of Reference

Purpose

To allow members to consider and comment on the latest information received from Hydrock.

Recommendation

That members consider the latest information received from Hydrock and make comments or recommendations as appropriate.

Background

1. The town council commissioned Hydrock to carry out a review of parking, signage and transport/access issues affecting Lyme Regis and the surrounding area in 2018.
2. The agreed outputs of their work were:
 - To identify all existing public off-street parking in Lyme Regis and its immediate environs.
 - To identify a parking and traffic management strategy for Lyme Regis and its immediate environs
 - Design a parking signage strategy for Lyme Regis and its immediate environs
3. Although the initial draft report was delayed, it was eventually received at the end of February 2019. This report was subsequently circulated to all members and, as a result of various concerns expressed, Cllr J Broom, together with the deputy town clerk, met with Hydrock on 13 May 2019. At that meeting, Hydrock gave a commitment to update the initial draft report taking into account the various concerns and issue further, updated information by no later than 7 June.
4. Revised and additional reports have now been received from Hydrock by the agreed date, together with all of the survey and other statistical data. Copies of the newly issued reports are attached to this agenda as **appendices 15 a and b**. It is not possible to attach all of the other data because of the sheer volume. Any member wanting an electronic copy of that data can obtain one from the office.

Report

5. Because of the complexity of this issue, the sheer quantity of information and data and because new members will have had little or no previously



Lyme Regis Parking Strategy Transport Feasibility Study

For Lyme Regis Town Council

Date: 7 June 2019

Doc ref: 09412-HYD-XX-XX-RP-TP-2001-P1.1

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DCC Traffic Count Data

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2. BACKGROUND TO LYME REGIS

2.1 Overview

2.1.1 Lyme Regis is a coastal town situated in West Dorset, approximately 40km (25 miles) east of Exeter, 8.5km (5.3 miles) south of Axminster, 12.5km (7.8 miles) east of Seaton and 5.0km (3.1 miles) south-west of Charmouth. It lies in Lyme Bay at the mouth of the river Lyme, on the English Channel coast at the Dorset/Devon border.

2.1.2 Lyme Regis is well-known for the fossils found on its beaches and in the cliffs, which are part of the Heritage Coast known as the Jurassic Coast, which is a World Heritage Site stretching for 153km (95 miles) from Orcombe Point near Exmouth in the west, to Old Harry Rocks in the east. The region and particularly Lyme Regis is a popular destination for tourists and holiday makers who regularly visit the area during the summer months.

2.1.3 There are three key access routes into Lyme Regis including: -

- » A3052 (Charmouth Road);
- » B3165; and
- » A3052 (Sidmouth Road).

2.1.4 **Figure 2.1** show the location of Lyme Regis in relation to the local/primary highway network and surrounding areas.



Figure 2.1: Location of Lyme Regis

2.1.5 The population of Lyme Regis Parish has fluctuated since the early 1950's with the latest 2011 Census data recorded as 3,671 (see **Table 2.1**).

- 2.2.4 It is suggested that the traffic volumes recorded on this road are generally acceptable, especially given that these are peak season flows. The AM peak occurs between 11:00-12:00 where two way flows are 613 vehicles, this equates to one two way vehicle every 5.5 seconds. The PM Peak Occurs between 16:00-17:00 where two way flows are 562 vehicles, this equates to one two way vehicle every 6.25 seconds.
- 2.2.5 Whilst the gap between vehicles in each peak is measured in seconds, there is still enough time between vehicles for a safe gap (2 seconds) and for pedestrians to ascertain if it is safe to cross the carriageway.

A3052 Western Approach

- 2.2.6 As an A road, this route is likely to be constructed to a width suitable to accommodate significant volumes of traffic, certainly in a rural/coastal context. **Figure 2.3** graphically presents an average workday 24hr traffic volume on this road.

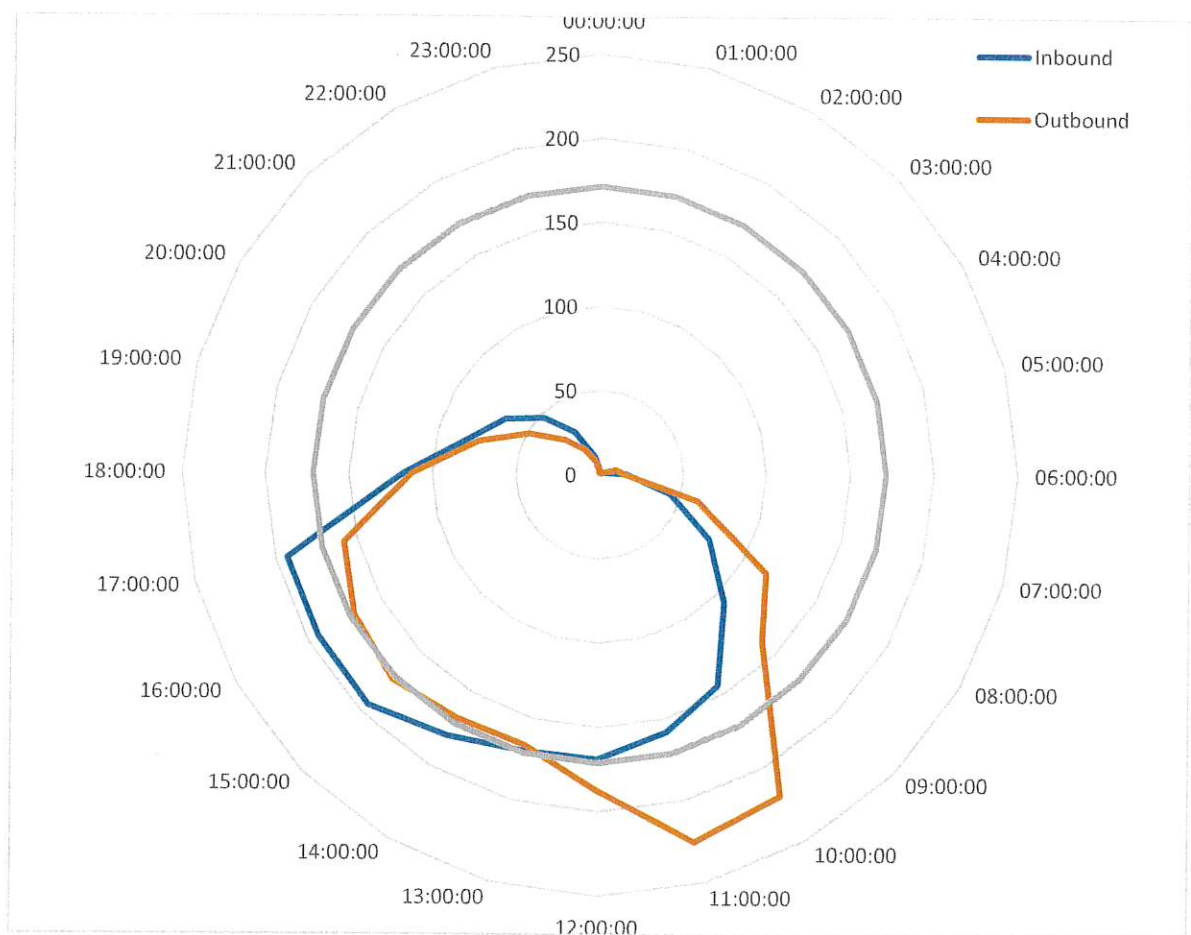


Figure 2.3: A3052 Western Approach 24hr Averaged Traffic Volume

- 2.2.7 It is suggested that the traffic volumes recorded on this road are generally acceptable, especially given that these are peak season flows. The AM peak occurs between 11:00-12:00 where two way flows are 384 vehicles, this equates to one two way vehicle every 9.2 seconds. The PM Peak Occurs between 15:00-16:00 where two way flows are 367 vehicles, this equates to one two way vehicle every 9.46 seconds.

but there is potential for suitable car park management measures and improved wayfinding to reduce this.

3.3 Pitthouse Car Park

3.3.1 Pitthouse Car Park is operated by NCP and is located within the town centre adjacent to the Tesco Express. Vehicular/pedestrian access is provided between the Boots Pharmacy and Tesco Express buildings from the A3052 - Broad Street.

3.3.2 The location and access arrangements for Pitthouse Car Park is shown in **Figure 3.2**.



Figure 3.2: Pitthouse Car Park

3.3.3 Key details regarding the operation of Pitthouse Car Park are shown in **Table 3.2**.

Table 3.2: Pitthouse Car Park - Key Details

Pitthouse Car Park							
No. of Spaces	Payment Type	Pay by Mobile Location No..	Height Restriction	Postcode	Opening Times	Charges (Days)	Charges (Cost)
70 (Including 1 disabled)	Cash/Phone/Online	-	X	DT7 3QF	Mon - Sun (24 Hours)	Mon - Fri	£1.00 per hour and above 3 hours up to 24 hours = £6.00

3.5 Woodmead Halls Car Park

- 3.5.1 Woodmead Halls Car Park is operated by LRTC and is located to the north of the town centre. Vehicular/pedestrian access is provided from Hill Road along the southern boundary of the car park.
- 3.5.2 The location and access arrangements for Woodmead Halls Car Park is outlined in **Figure 3.4**.

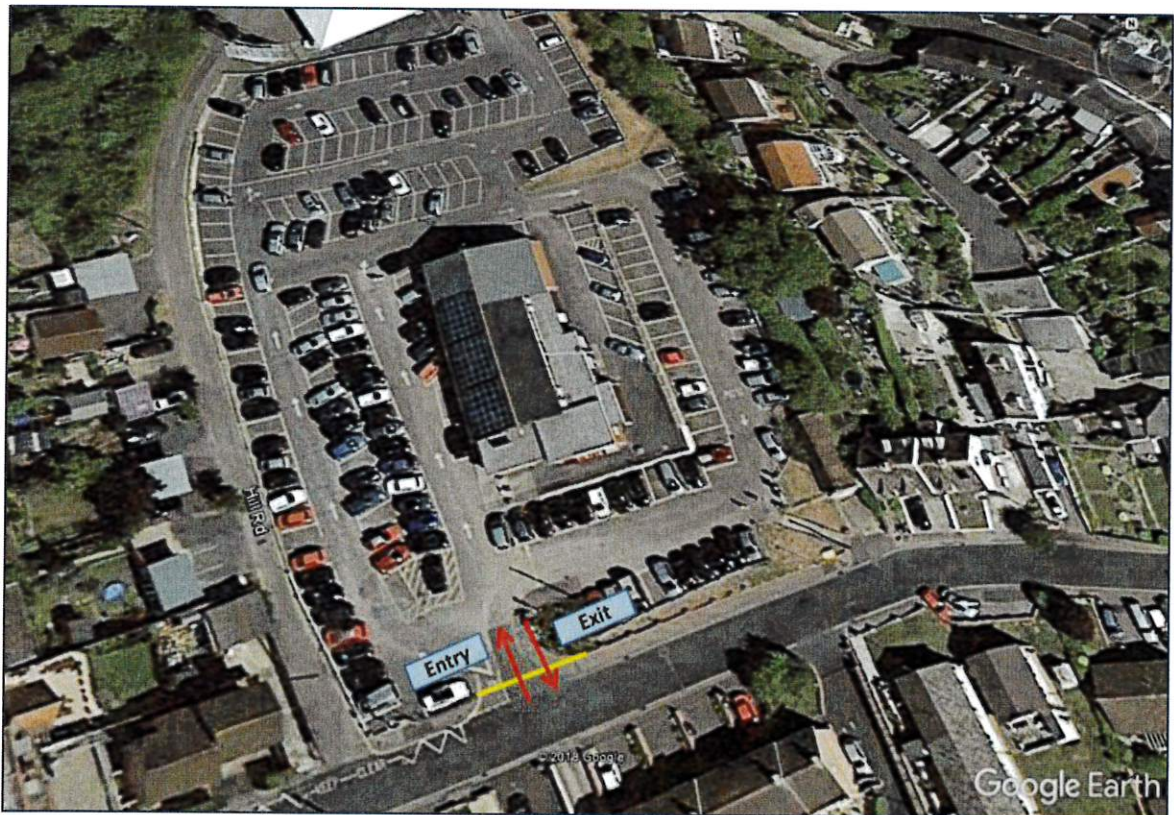


Figure 3.4: Woodmead Halls Car Park

- 3.5.3 Key details regarding the operation of Woodmead Halls Car Park are shown in **Table 3.4**.

Table 3.4: Woodmead Halls Car Park - Key Details

Woodmead Halls Car Park							
No of Spaces	Payment Type	Pay by Mobile Location No.	Height Restriction	Postcode	Opening Times	Charging (Days)	Charging (Costs)
228 spaces	Cash/Phone/Online/App	7622	X	DT7 3PG			£1.00 per hour

3.7 Cobb Gate Car Park

3.7.1 Cobb Gate Car Park is operated by DC and is situated within the centre of Lyme Regis with access provided from the A3052 - Broad Street. The car park also provides vehicular and pedestrian access to the promenade along Cart Road and connecting to Marine Parade.

3.7.2 The location and access arrangements for Cobb Gate Car Park is outlined in **Figure 3.6**.

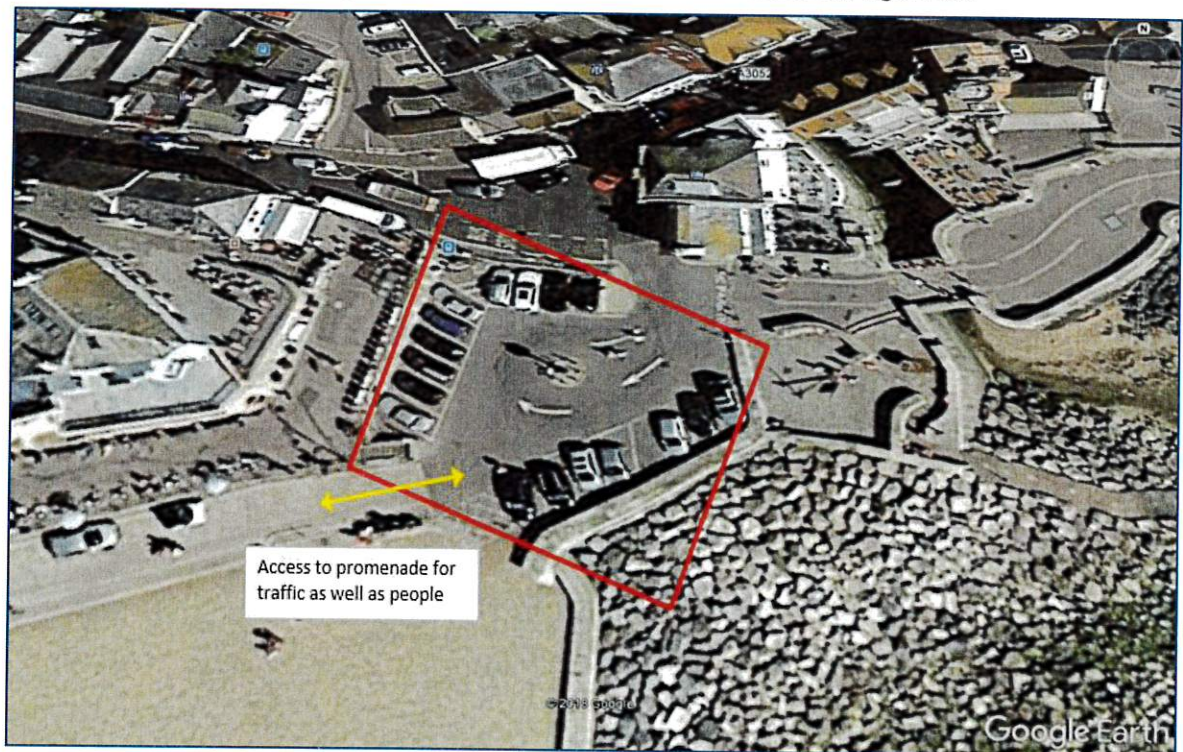


Figure 3.6: Cobb Gate Car Park

3.7.3 Key details regarding the operation of Cobb Gate Car Park are shown in **Table 3.6**.

Table 3.6: Cobb Gate Car Park - Key Details

Cobb Gate Car Park							
No. of Spaces	Payment Type	Pay by Mobile Location No.	Height Restriction	Postcode	Opening Times	Charges (Days)	Charges (Cost)
18 (Including 1 Disabled)	Cash/Phone/Online/App	6319	X	DT7 3QD	Mon - Fri (24 Hours)	Mon - Sun (8am - 6pm)	3 Hours = £4.00. per additional hour = £4.00

3.9 Cabanya Car Park

- 3.9.1 Cabanya Car Park is operated by LRTC and is located adjacent to Monmouth Car Park to the south-west of the town centre. Access is provided via Cobb Road and then Ozone Terrace.
- 3.9.2 The location and access arrangements for Cabanya Car Park is outlined in **Figure 3.8**.

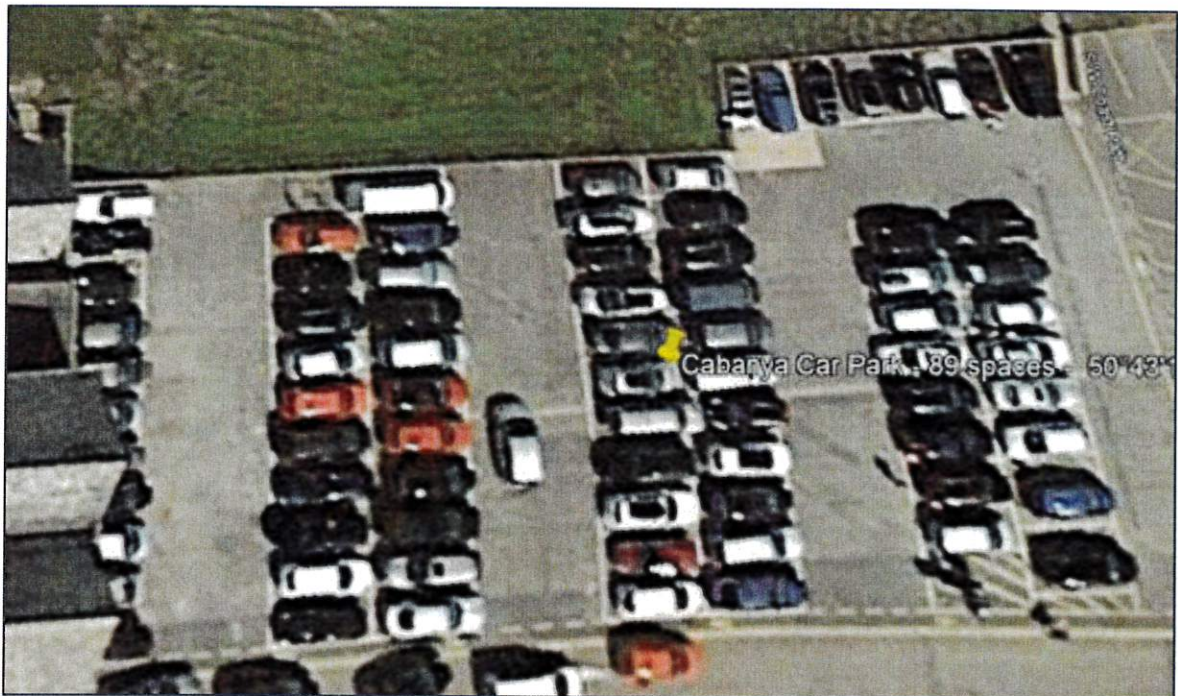


Figure 3.8: Cabanya Car Park

- 3.9.3 Key details regarding the operation of Cabanya Car Park are shown in **Table 3.8**.

Table 3.8: Cabanya Car Park - Key Details

Cabanya Car Park							
No of Spaces	Payment Type	Pay by Mobile Location No	Height Restriction	Postcode	Opening Times	Charges (Days)	Charges (Costs)
78 (Including 2 disabled)	Cash/Phone/Online/App	7620	X	DT7 3LE	Mon - Fri (24 Hours)	Mon - Sun (8am - 9pm)	£1.20 per hour

3.10 Charmouth Road Park & Ride

- 3.10.1 The Charmouth Road P&R facility has a nominal capacity of 500 spaces. By reference to the P&R passenger tickets issued in August 2018, and based on a car occupancy rate of 3.25 people, derived from the bus ticket sales and 1st September 2018, it has been established that the peak use of this facility occurred on the 14th August when approximately 380 vehicles used the facility, equating to an occupancy of 76.8%, if all the vehicles were present at the same time. However, it has been established

4. CAR PARK SURVEY RESULTS

4.1 General Discussion

- 4.1.1 In order to ascertain the current parking provision within Lyme Regis a number of car parking surveys were undertaken on Saturday 1st September 2018 between the hours of 07:00 - 19:00 hrs.
- 4.1.2 The surveys were undertaken as a mixture of parking beat surveys and utilising ANPR data capturing the following data: -
1. Occupancy data every 30 or 60 minutes;
 2. Length of stay data;
 3. Types of vehicles parked; and
 4. Car Park capacities.
- 4.1.3 The list of car parks surveyed were as per the following: -
- Holmbush Car Park (DT7 3HX);
 - Pitthouse Car Park (DT7 3QF);
 - Broad Street Car Park (DT7 3QR);
 - Woodmead Halls Car Park (DT7 3PG);
 - Charmouth Road Car Park (DT7 3DR);
 - » Charmouth Road Park and Ride.
 - » Charmouth Road Coach Parking.
 - Cobb Gate Car Park (DT7 3QD)
 - Monmouth Car Park 1 & 2 (DT7 3LE)
 - Cabanya Car Park (DT7 3LE)
- 4.1.4 The result of the survey for each individual car park has been examined to identify total occupation, peak occupation, average occupation and average dwell time. This data enables an evidence based assessment of the individual car parks utility which in turn enables a view to be taken as to the options regarding retention or release for other potential purposes of an individual car park.
- 4.1.5 The datasets for the individual car parks has also been examined in combination, this provides a further factor that can be applied when considering the retention or release for other potential purposes of an individual car park. The raw data collected at each car park is presented in **Appendix B**.

4.2 Car Parking Results

Site 1 - Holmbush Car Park

- 4.2.1 The Holmbush Car Park is the highest capacity pay & display car park in Lyme Regis, it is owned and operated by Dorset Council (DC). This facility has a capacity of 365 spaces. The car park is located on the western side of Lyme Regis and accessed off the A3052 Pound Street. The car park is located to the north/north west of the main beaches, at a distance of approximately 750m, an approximate 10 minute walk.

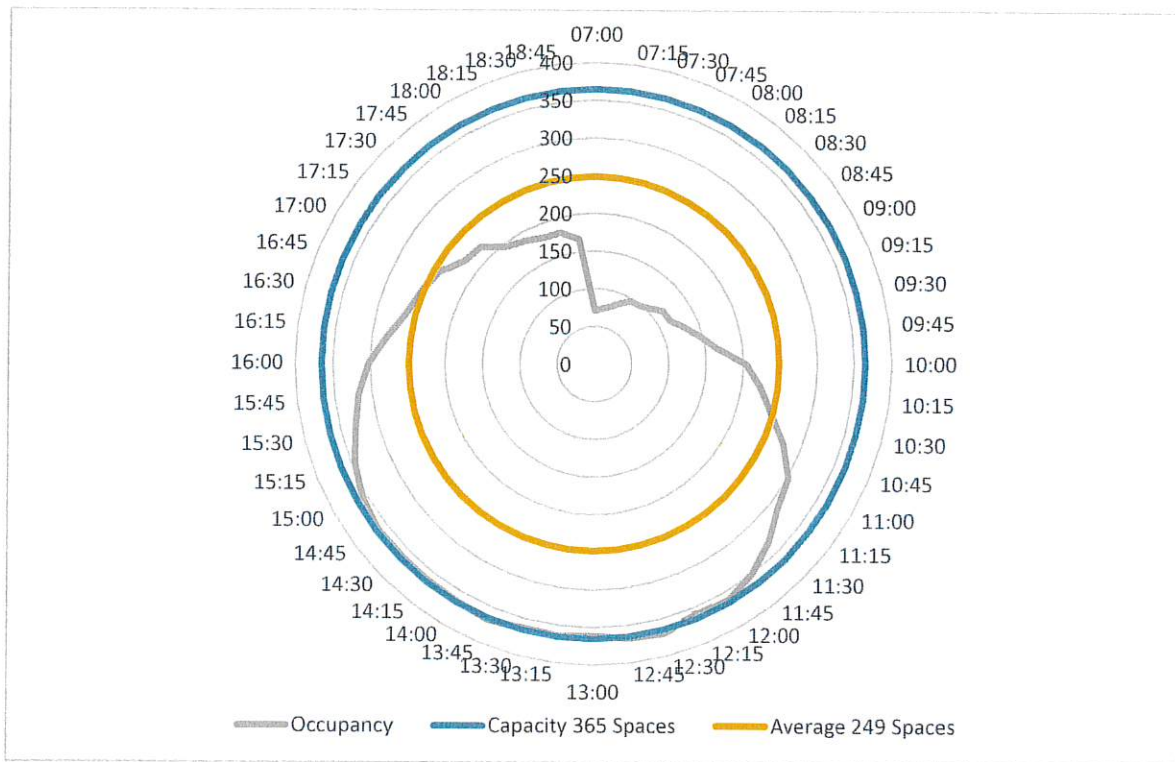


Figure 4.1– Site 1 Occupancy Graph

Holmbush Car Park Interim Summary

- 4.2.7 It is apparent that this carpark is well used and for periods that go beyond “short stay”. This is considered to reflect the use of this car park by both tourists and resident employees of the area.

4.3 Site 2 – Pitthouse Car Park

- 4.3.1 The Pitthouse Car Park has a capacity of 64 spaces it is operated by NCP as a pay & display car park. This car park is located within the town centre and is therefore preferred for use as a shoppers/town centre workers car park. This facility is accessed off the A3052 Broad Street, behind the Tesco Express store. The car park is located to the north/north east of the main beaches, at a distance of approximately 750m, an approximate 10 minute walk.
- 4.3.2 Accessing the Pitthouse Car Park from the west, i.e. utilising the A3052 from Sidmouth/Seaton minimises the need to pass through the majority of Lyme Regis town centre. Entering from the north utilises the B3165 which is relatively narrow with a significant gradient that may adversely affect vehicle braking distance in wet conditions. This makes accessing the car park from this direction undesirable. Accessing this car park from the south is likely to impact upon the town centre and is therefore undesirable.
- 4.3.3 An analysis of the Automatic Number Plate Recognition data indicates that 24 vehicles had local plates, with 15 of those being Bournemouth plates, (as opposed to Portsmouth), whilst this does not identify all local cars, as it is acknowledged that cars often travel around the country in terms of ownership, it provides a reasonable measure of the minimum number of locals utilising the car park.
- 4.3.4 This figure of 24 vehicles as a minimum of local users is not dissimilar to the recorded occupancy of the car park between 07:00-09:00, which rises from 8 to 17 during this period, this time period would

Pitthouse Car Park Interim Summary

- 4.3.7 It is apparent that this carpark is relatively well used and for periods that fall within “short stay”. This is considered to reflect the use of this car park by both shoppers and resident employees of the area. This does not discount tourist use, i.e. people visiting the town itself or visiting the beaches for relatively short periods.

4.4 Site 3 – Broad Street Car Park

- 4.4.1 The Broad Street Car Park has a capacity of 44 spaces it is operated by DC as a pay & display car park. This car park is located within the town centre and is therefore preferred for use as a shoppers/town centre workers car park. This facility is accessed off the A3052 Broad Street, at its southern end in close proximity to the beaches, at a distance of approximately 80m, an approximate 1 minute walk.
- 4.4.2 Accessing the Broad Street Car Park from the east, i.e. utilising the A3052 from the A35 minimises the need to pass through the majority of Lyme Regis town centre. Accessing from the north utilises the B3165 which is relatively narrow with a significant gradient that may adversely affect vehicle braking distance in wet conditions, albeit that the topography of Lyme Regis, which is generally falling towards the sea, makes negotiating gradients in accessing much of the town inevitable. Accessing this car park from the west, on the A3052 from Sidmouth, unavoidably impacts upon the town centre and is therefore highly undesirable.
- 4.4.3 An analysis of the Automatic Number Plate Recognition data indicates that 25 vehicles had local plates, with 14 of those being Bournemouth plates, (as opposed to Portsmouth), whilst this does not identify all local cars, as it is acknowledged that cars often travel around the country in terms of ownership, it provides a reasonable measure of the minimum number of locals utilising the car park.
- 4.4.4 This figure of 25 vehicles as a minimum of local users is not dissimilar to the recorded occupancy of the car park between 07:00-09:00, which rises from 7 to 18 during this period, this time period would typically represent worker movements rather than tourists, however the data is only suggestive rather than conclusive.
- 4.4.5 **Table 4.3** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

Table 4.3 – Broad Street Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	320	-
Peak Occupancy	13:00	46	105%
Average Occupancy	07:00-19:00	34	77%
Average Space turnover rate	1hrs 39mins	7.27	-
Most Frequent Dwell Time	-	1hrs-1.5hrs	19.7%
Average Dwell Time	07:00-19:00	2hrs 24mins	-
Minimum Number of Local Vehicles (Bournemouth)	-	14	4.4%
Minimum Number of Local Vehicles (Portsmouth)	-	11	3.4%
Minimum Number of Local Vehicles Total	-	25	7.8%

local cars, as it is acknowledged that cars often travel around the country in terms of ownership, it provides a reasonable measure of the minimum number of locals utilising the car park.

4.5.5 **Table 4.4** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

Table 4.4 – Woodmead Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	434	-
Peak Occupancy	13:00	252	97.7%
Average Occupancy	07:00-19:00	163	63%
Average Space turnover rate	7hrs 09mins	1.68	-
Most Frequent Dwell Time	-	2hrs-2.5hrs & 11.5hrs-12hrs	12.9%
Average Dwell Time	07:00-19:00	4hrs 24mins	-
Minimum Number of Local Vehicles (Bournemouth)	-	27	6.2%
Minimum Number of Local Vehicles (Portsmouth)	-	17	3.9%
Minimum Number of Local Vehicles Total	-	44	10.1%

4.5.6 **Figure 4.4** graphically illustrates the use of this car park in terms of occupancy throughout the day. It is apparent from this graph that the facility is very well used for a relatively short period of approximately two hours around 13:00hrs to 15:00hrs. The reason for this is uncertain.

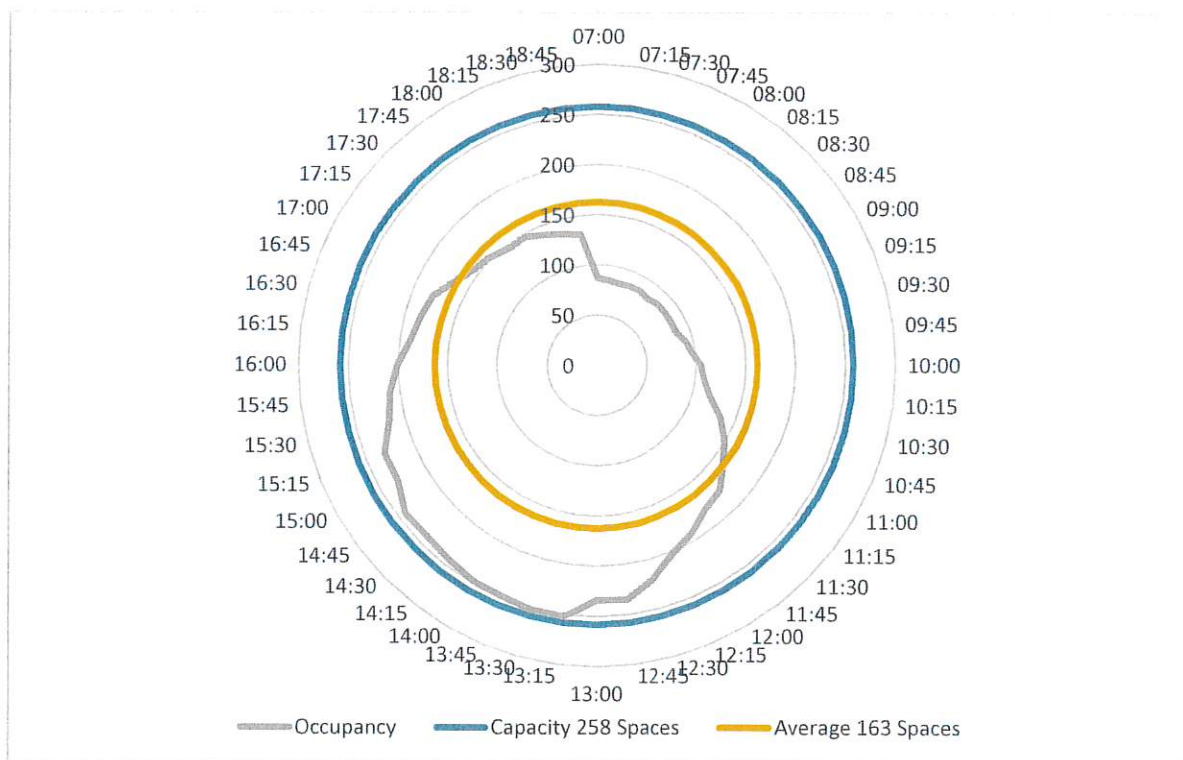


Figure 4.4– Site 4 Occupancy Graph

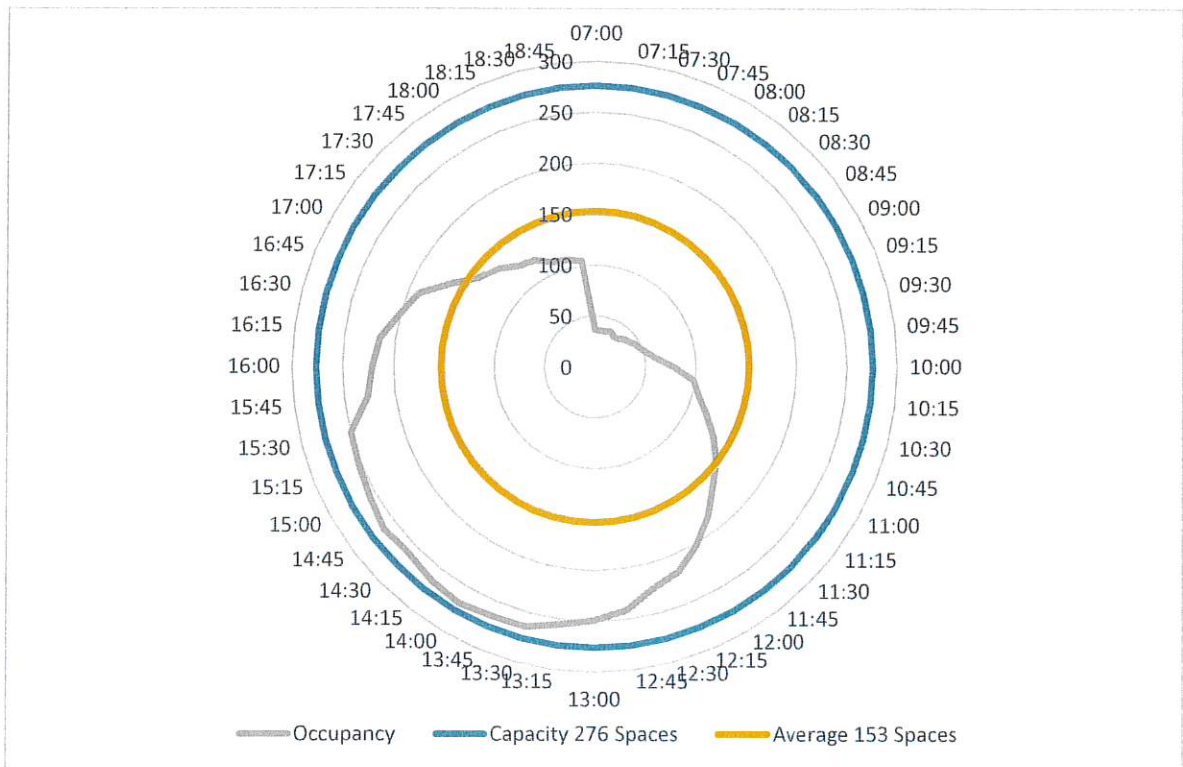


Figure 4.5— Site 5 Occupancy Graph

Charmouth Road Car Park Interim Summary

- 4.6.7 It is apparent that this carpark is relatively well used and for periods that fall within “short to medium stay”. This is considered to reflect the use of this car park by both shoppers, resident employees of the area and during peak season beach goers. This car park is considered to be a major asset that has some potential for enhanced use by means of a robust car park management strategy/way finding.
- 4.7 Site 6 – Park & Ride Car Park
- 4.7.1 The Park & Ride Car Park has a capacity of 400 spaces it is operated by DC as a pay & display car park. This car park is located to the north of the town accessed off the A3052 Charmouth Road. The car park is a seasonal facility providing an out of town option for tourists/visitors to the town. Its main advantage is that for vehicles approaching from the east/north east, it completely negates the need to enter the town.
- 4.7.2 An analysis of the Automatic Number Plate Recognition data indicates that 31 vehicles had local plates, with eight of those being Bournemouth plates, (as opposed to Portsmouth), whilst this does not identify all local cars, as it is acknowledged that cars often travel around the country in terms of ownership, it provides a reasonable measure of the minimum number of locals utilising the car park.
- 4.7.3 **Table 4.6** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

4.8 Site 7 – Charmouth Road Coach Park

- 4.8.1 This facility has not been considered within the narrative of this TFS as its use was extremely limited. The data collected at this facility is provided within **Appendix B**.

4.9 Site 8 – Cobb Gate Car Park

- 4.9.1 The Cobb Gate Car Park has a capacity of 18 spaces it is operated by DC as a pay & display car park. This car park is located to the south of the town centre accessed off the A3052 Church Street. The car park is located to the immediate north of the main beaches, at a distance of approximately 70m, an approximate one to two minute walk.
- 4.9.2 A very obvious factor arising in this car park is that of the 611 vehicles recorded entering the car park, 395 of these had a dwell time of less than 10 minutes, many of this number, considerably less time than this, less than a minute in some cases. This is considered to reflect the low capacity of the car park and its obviously attractive location relative to the beaches. Advanced warning on the outskirts of town that this car park is full would clearly be useful.
- 4.9.3 Accessing from the east avoiding the heart of the town centre is possible utilising the A3052.
- 4.9.4 Accessing the Cobb Gate Car Park from the east, i.e. utilising the A3052 from Charmouth/A35 negates the need to pass through Lyme Regis town centre. Accessing this car park from the west is quite likely to impact upon the town centre and is therefore undesirable.
- 4.9.5 No Automatic Number Plate Recognition was collected for this car park.
- 4.9.6 **Table 4.7** sets out the pertinent factors relating to this car parks utilisation on the day of the survey. It should be noted this reflects only vehicles that dwelt in the car park for a period greater than 10 minutes.

Table 4.7 – Cobb Gate Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	388	-
Peak Occupancy	15:15	37	205%
Average Occupancy	07:00-19:00	27	150.6%
Average Space turnover rate	4hrs 28mins	4.47	-
Most Frequent Dwell Time	-	1.5hrs-2hrs	10.3%
Average Dwell Time	07:00-19:00	4hrs 30mins	-
Less Than 10 Minute Dwell Time	-	395	64.6%
Minimum Number of Local Vehicles (Bournemouth)	-	-	-
Minimum Number of Local Vehicles (Portsmouth)	-	-	-
Minimum Number of Local Vehicles Total	-	-	-

- 4.9.7 **Figure 4.7** graphically illustrates the use of this car park in terms of occupancy throughout the day. It is apparent from this graph that the facility is generally over capacity throughout the day. Furthermore

Cobb Gate Car Park Interim Summary

- 4.9.9 It is apparent that this carpark is very well used and for periods that fall within “medium to long stay”. This is considered to reflect the use of this car park particularly by beach goers, although it is also very well located for visiting the town. This car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding. An appropriate use that could reduce unnecessary vehicle movements in and out of this facility would be to reserve it specifically for disabled users. This may entail losing some parking spaces due to the larger size of disabled parking bays.

4.10 Site 9 – Monmouth Beach Car Park

- 4.10.1 The Monmouth Beach Car Park has a capacity of 70 spaces it is operated by LRTC as a pay & display car park. This car park is located to the south west of the town centre accessed off the A3052 Sidmouth Road, via Cobb Road. The car park is located to the immediate north of the Monmouth Beach, at a distance of approximately 50m, an approximate one to two minute walk.
- 4.10.2 As alluded to, accessing from the west avoiding the heart of the town centre is possible utilising the A3052 Sidmouth Road and Cobb Road.
- 4.10.3 Accessing the Monmouth Beach Car Park from the east, i.e. utilising the A3052 from Charmouth/A35 will require passing through Lyme Regis town centre and is therefore undesirable. However, due to the attractiveness of this facility for beach goers, discouraging its use would require advanced information on the eastern approaches to Lyme Regis regarding the alternative car parks, the current space availability and the costs of parking. This represents the basic parameters of a town wide car park management system.
- 4.10.4 The Automatic Number Plate Recognition collected for this car park was not in a format that enables the identification of local vehicles.
- 4.10.5 **Table 4.8** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

Table 4.8 – Monmouth Beach Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	113	-
Peak Occupancy	13:30	64	91.4%
Average Occupancy	07:00-19:00	20	28.6%
Average Space turnover rate	2hrs 37mins	2.6	-
Most Frequent Dwell Time	-	2hr-2.5hrs	10.3%
Average Dwell Time	07:00-19:00	2hrs 37mins	-
Minimum Number of Local Vehicles (Bournemouth)	-	-	-
Minimum Number of Local Vehicles (Portsmouth)	-	-	-
Minimum Number of Local Vehicles Total	-	-	-

4.11.4 The Automatic Number Plate Recognition collected for this car park was not in a format that enables the identification of local vehicles.

4.11.5 **Table 4.9** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

4.12 Site 11 – Cabanya Car Park

- 4.12.1 The Cabanya Car Park has a capacity of 78 spaces it is operated by LRTC as a pay & display car park. This car park is located to the south west of the town centre accessed off the A3052 Sidmouth Road, via Cobb Road. The car park is located to the immediate north of the Monmouth Beach, at a distance of approximately 50m, an approximate one to two minute walk.
- 4.12.2 As alluded to, accessing from the west avoiding the heart of the town centre is possible utilising the A3052 Sidmouth Road and Cobb Road.
- 4.12.3 Accessing the Cabanya Car Park from the east, i.e. utilising the A3052 from Charmouth/A35 will require passing through Lyme Regis town centre and is therefore undesirable. However, due to the attractiveness of this facility for beach goers, discouraging its use would require advanced information on the eastern approaches to Lyme Regis regarding the alternative car parks, the current space availability and the costs of parking. This represents the basic parameters of a town wide car park management system.
- 4.12.4 The Automatic Number Plate Recognition collected for this car park was not in a format that enables the identification of local vehicles.
- 4.12.5 **Table 4.10** sets out the pertinent factors relating to this car parks utilisation on the day of the survey.

Table 4.10 – Cabanya Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	441	-
Peak Occupancy	14:30	76	97.4%
Average Occupancy	07:00-19:00	42	53.8%
Average Space turnover rate	2hrs 36mins	2.6	-
Most Frequent Dwell Time	-	30mins-1hr	12.4%
Average Dwell Time	07:00-19:00	2hrs 36mins	-
Minimum Number of Local Vehicles (Bournemouth)	-	-	-
Minimum Number of Local Vehicles (Portsmouth)	-	-	-
Minimum Number of Local Vehicles Total	-	-	-

- 4.12.6 **Figure 4.11** graphically illustrates the use of this car park in terms of occupancy throughout the day. It is apparent from this graph that the facility is relatively well used throughout the middle of the day, i.e. approximately two hours around 12:30hrs to 14:30hrs, although there is still a consistent, if lower occupancy rate, after this period. This is may reflect beach goers are the predominant users, although it is possible that shoppers and visitors to the town are also represented.

Table 4.11 – Combined Sites 9 to 11 Car Park Data Summary

Measurement	Time	Number	Percentage
Total Occupancy	07:00-19:00	780	-
Peak Occupancy	14:30	264	88.3%
Average Occupancy	07:00-19:00	147	49.2%
Average Space turnover rate	2hrs 44mins	2.73	-
Most Frequent Dwell Time	-	1.5hrs-2hrs	12.4%
Average Dwell Time	07:00-19:00	2hrs 42mins	-
Minimum Number of Local Vehicles (Bournemouth)	-	-	-
Minimum Number of Local Vehicles (Portsmouth)	-	-	-
Minimum Number of Local Vehicles Total	-	-	-

4.13.2 **Figure 4.12** graphically illustrates the use of these car parks in combination. It is apparent that these car parks are relatively well used, particularly during the middle of the day.

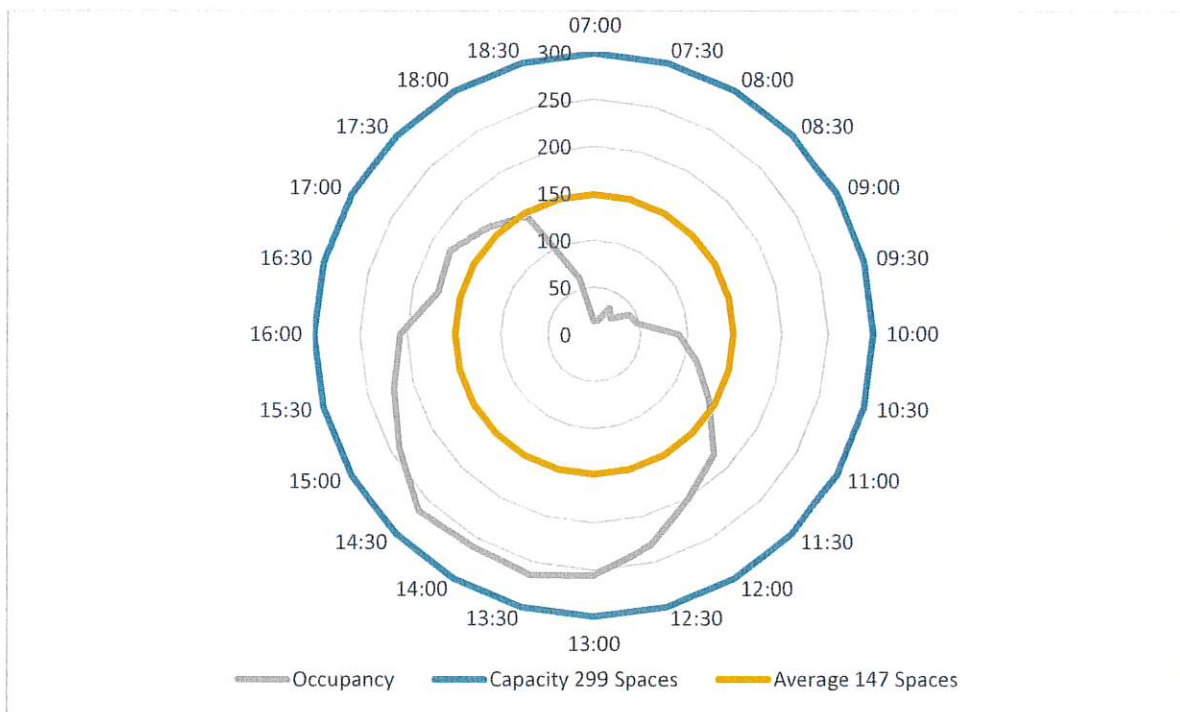


Figure 4.12 – Sites 9 to 11 Occupancy Graph

Combined Sites 9 to 11 Car Park Interim Summary

4.13.3 It is apparent that these car parks are relatively well used in combination for periods that fall within “short to medium stay”. This is considered to reflect the use of these car parks particularly by beach goers, although they are also relatively well located for visiting the town. These car parks are considered to be major assets that have great potential for enhanced use by means of a robust car park management strategy/way finding.

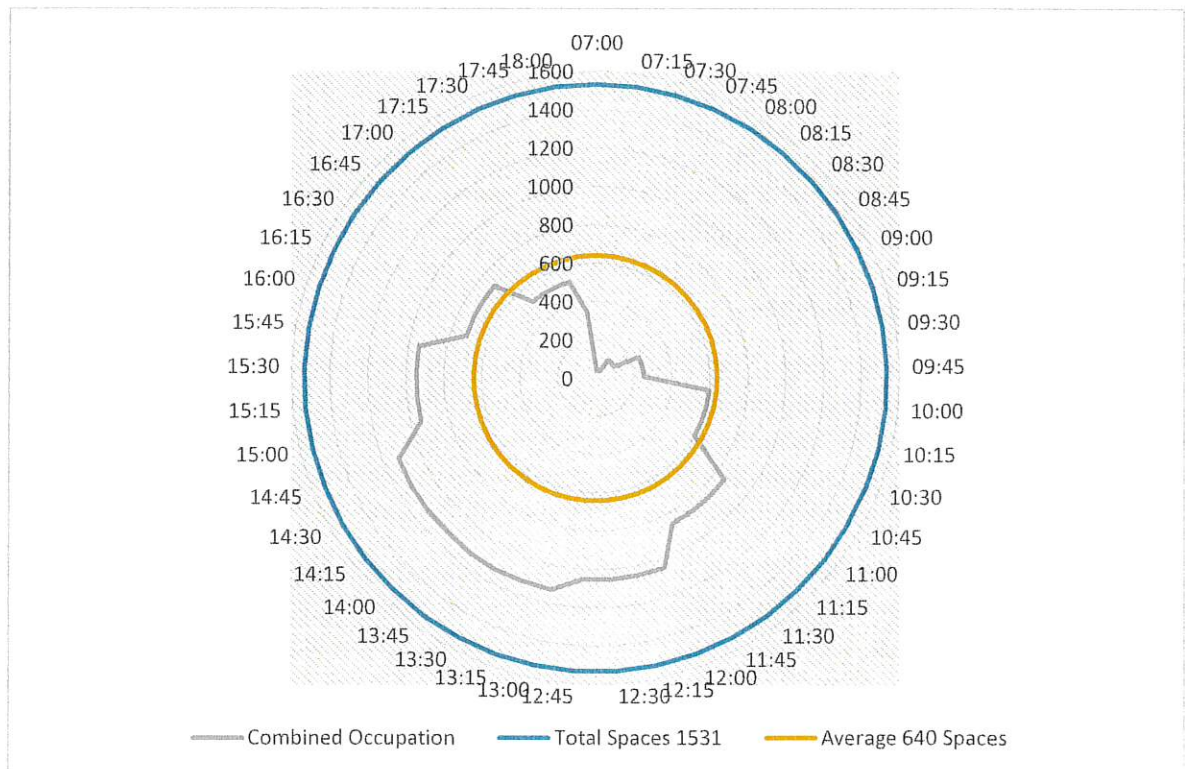


Figure 4.13 – Sites 1 to 11 Occupancy Graph

Combined Sites 1 to 11 Car Park Interim Summary

- 4.14.6 It is apparent the Combined Sites 1 to 11 car parks are well used for periods that fall within “short to medium stay” and relatively well used for “long stay” periods. This is considered to reflect the use of these car parks particularly by beach goers, although it is likely that residents, shoppers and general town visitors are represented in these figures also.
- 4.14.7 These car parks are considered to be major assets that have great potential for enhanced use by means of a robust car park management strategy/way finding.

4.15 Peak Season Short Fall?

- 4.15.1 Due to the survey being undertaken at the end of the 2018 season, there is some potential for the figures collected to be below the absolute peak. At this stage this cannot be discounted, however, it is worth noting that the difference between peak occupancy and total space available is -26%, i.e. there is still $\frac{1}{4}$ capacity available. This is a reasonable buffer.

- 5.2.3 In addition to VMS installations, normal highway way finding should be used to more clearly identify routes to the more desirable (from the perspective of avoiding the town centre) car parks than for the town centre car parks. The town centre car parks may be considered “hidden” from visitors but known to locals.

5.3 Location

- 5.3.1 It is certainly the case that the car parks nearest the beaches are most attractive during the peak season, and this is undoubtedly a good thing. The most sensible management option in this case, relating back to the approach roads is to try and ensure that the first “beach” car park that a driver comes across, is on balance, more attractive than any other option. This is certainly true of the A3052, the B3165 approach should be regarded as being a spur of the A3052 western approach, as diverting westwards, prior to entering the town centre is readily achievable.
- 5.3.2 The issue with the B3165 is more to do with its width and alignment, but it is likely to be utilised regardless. The existing junction of the A3052/B3165 is in the form of a priority junction, it may be beneficial to change this to a mini-roundabout arrangement.
- 5.3.3 The Cobbs Gate car park is a particular issue due to its location, clearly the VMS system would be able to discourage unnecessary/abortive trips, but it could be that this facility could be made better use of as something other than car parking, public open space, for instance.

5.4 Price

- 5.4.1 The price of car parking is considered to be a major factor in parking location choice, and this is of course true, however, price is unlikely to be the only factor in a drivers decision making. The use of price as an incentive/disincentive is likely to be closely tied with convenience (location) unless the price differential is excessive.
- 5.4.2 Clearly, there is no desire to price any car parking spaces “out of the market”. Fortunately, the need to discourage impacts upon the town centre, should not impose insurmountable routing problems on the car park operators. Utilising a VMS system and traditional highway wayfinding as suggested previously should mitigate the need/desire for drivers to “traverse” the town.
- 5.4.3 In terms of making the town centre/edge of town centre car parks mainly attractive to locals/shoppers, it may be that a partial parking ticket refund scheme, based on making purchases in the town could be explored. This would hopefully maintain the footfall within the high street whilst discouraging beach goers/browsers from using these car parks.

5.5 Public Consultation

- 5.5.1 An important consideration prior to implementing any town wide car parking management strategy may be to engage with the local population through public consultation. This will not only provide the public with information but may also raise some further measures that could be considered as part of an over-arching Lyme Regis Parking Strategy that could be extended to include on street parking spaces.

Site 6 - Park & Ride Car Park Summary

- 5.6.10 It is apparent that this carpark is not well used at the time of year the parking survey was undertaken, and for periods that fall within “medium stay”. This is considered to reflect the use of this car park by peak season beach goers. This car park cannot be assessed as an asset due to the timing of the parking survey.

Site 7 Charmouth Road Coach Park

- 5.6.11 This facility has not been considered within the narrative of this TFS as its use was extremely limited.

Site 8 - Cobb Gate Car Park Summary

- 5.6.12 It is apparent that this carpark is very well used and for periods that fall within “medium to long stay”. This is considered to reflect the use of this car park particularly by beach goers, although it is also very well located for visiting the town. This car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding.

Site 9 - Monmouth Beach Car Park Summary

- 5.6.13 It is apparent that this carpark is lightly used and for periods that fall within “short to medium stay”. This is considered somewhat counter-intuitive, given the facility’s location. This is considered likely to be a function of the end of season survey period. With this in mind, this car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding.

Site 10 - Monmouth Beach 2 Park Summary

- 5.6.14 It is apparent that this carpark is lightly used and for periods that fall within “short to medium stay”. This is considered to reflect the use of this car park particularly by beach goers, although it is also relatively well located for visiting the town. This car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding.

Site 11 - Cabanya Car Park Summary

- 5.6.15 It is apparent that this carpark is lightly used and for periods that fall within “short to medium stay”. This is considered to reflect the use of this car park particularly by beach goers, although it is also relatively well located for visiting the town. This car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding.

Combined Sites 9 to 11 Car Park Summary

- 5.6.16 It is apparent that these carparks are relatively well used in combination for periods that fall within “short to medium stay”. This is considered to reflect the use of these car parks particularly by beach goers, although they are also relatively well located for visiting the town. These car parks are considered to be major assets that have great potential for enhanced use by means of a robust car park management strategy/way finding.

Combined Sites 1 to 11 Car Park Summary

- 5.6.17 It is apparent the Combined Sites 1 to 11 car parks are well used for periods that fall within “short to medium stay” and relatively well used for “long stay” periods. This is considered to reflect the use of these car parks particularly by beach goers, although it is likely that residents, shoppers and general town visitors are represented in these figures also.

Appendix A

DCC Traffic Count Data



Lyme Regis Parking Strategy Transport Feasibility Study Addendum

For Lyme Regis Town Council

Date: 7 June 2019

Doc ref: 09412-HYD-RP-TP-2002-P1

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1. INTRODUCTION & BACKGROUND

1.1 Introduction

- 1.1.1 This Transport Feasibility Study Addendum (TFSA) has been produced by Hydrock following a commission by Lyme Regis Town Council (LRTC) to undertake a study of off road parking provision within Lyme Regis. An initial appraisal of the off road parking provision has been undertaken and the results presented in the initial Transport Feasibility Study (TFS) document (ref: 09412-HYD-XX-XX-RP-TP-2001-P1).
- 1.1.2 The purpose of this TFSA is to draw reasonable conclusions and too suggest potential improvements, alterations and mitigations relating to the current off road parking provision, in order to ensure that the future off road parking provision is adequate, sustainable and appropriate in terms of location and impact upon the community.

1.2 Background

- 1.2.1 The previously commissioned TFS identified a three part strategy to meet its purpose, the proposed strategy is:-

1. Identify existing Off-street Parking in Lyme Regis and its immediate environs.
2. Following 1. Identify a Parking Traffic Management Strategy for Lyme Regis and its immediate environs.
3. Design & Implement a Parking Signage Strategy for Lyme Regis (Strategic and Local, Traffic Management and Parking).

- 1.2.2 To date a draft TFS has been issued to LRTC that addresses the first part of this strategy, this TFSA will focus primarily on the second element and provides a necessary basis for delivery of the third element.
- 1.2.3 The TFS has analysed the public car parking occupancy of Lyme Regis at the end of the 2018 summer season. It has identified which car parks have capacity, which car parks are over capacity and which routes from a given approach to a given car park impact upon the town centre.
- 1.2.4 The data collected during the parking surveys was summarised in the TFS. The conclusion drawn from the assessment undertaken is that the combined car parks are well used for periods that fall within "short to medium stay" and relatively well used for "long stay" periods. This is considered to reflect the use of these car parks particularly by beach goers, although it is likely that residents, shoppers and general town visitors are also represented in these figures.
- 1.2.5 The TFS as issued has not addressed the issue of the need, or otherwise, for a western Park & Ride facility on the A3052 Sidmouth Road. A temporary, seasonal P&R has been operating on the western approach to Lyme Regis, however the latest planning application, submitted to East Devon District Council (EDDC) was refused on the basis of the poor quality of the application/evidence provided. This is a major driver of the LRTC commissioning the TFS and this subsequent TFSA, to provide a robust evidence base that would justify the western P&R being a permanent facility.

Consultation with LRTC and Dorset Council

- 1.2.6 Following the issuing of the draft TFS to LRTC a meeting was held between representatives of LRTC, Dorset Council (DC) and Hydrock. This meeting discussed the conclusions of the draft TFS, identified some minor alterations/amendments of the TFS and also identified the framework for this TFSA.

3. INDIVIDUAL CAR PARK IMPACTS

3.1 Site 1 - Holmbush Car Park

3.1.1 Holmbush Car Park is the westernmost car park and is therefore the first permanent off road car parking facility that eastbound traffic will encounter. This is a large, high capacity car park in local terms and relates reasonably well to the beach and the town centre in terms of walking distances being within 2km of both.

3.1.2 The recorded occupancy rates indicate that this car park is at or over capacity for a total of 1.25hrs between 12:30hrs and 14:00hrs. This is shown in **Table 3.1**.

Table 3.1 – 2018 Surveyed Occupancy – Site 1 - Holmbush Car Park

	Time	Entry	Exit	Occupancy	Percentage Capacity					
	07:00	0	1	71	19%	249	365			At or Over Capacity
	07:15	4	1	74	20%	249	365			
	07:30	8	3	79	22%	249	365			
	07:45	12	4	87	24%	249	365			
	08:00	10	1	96	26%	249	365			
	08:15	5	3	98	27%	249	365			
	08:30	10	3	105	29%	249	365			
	08:45	13	2	116	32%	249	365			
	09:00	11	11	116	32%	249	365			
	09:15	16	3	129	35%	249	365			
	09:30	22	5	146	40%	249	365			
	09:45	26	7	165	45%	249	365			
	10:00	45	6	204	56%	249	365			
	10:15	25	5	224	61%	249	365			
	10:30	25	4	245	67%	249	365			
	10:45	38	8	275	75%	249	365			
	11:00	36	9	302	83%	249	365			
	11:15	22	13	311	85%	249	365			
	11:30	25	4	332	91%	249	365			
	11:45	25	7	350	96%	249	365			
	12:00	27	15	362	99%	249	365			
	12:15	24	27	359	98%	249	365			
1.25hrs	12:30	35	24	370	101%	249	365			
	12:45	22	25	367	101%	249	365			
	13:00	27	33	361	99%	249	365			
	13:15	21	18	364	100%	249	365			
	13:30	30	31	363	99%	249	365			
	13:45	35	30	368	101%	249	365			
	14:00	19	23	364	100%	249	365			
	14:15	28	29	363	99%	249	365			
	14:30	23	23	363	99%	249	365			
	14:45	23	23	363	99%	249	365			
	15:00	18	24	357	98%	249	365			
	15:15	20	31	346	95%	249	365			
	15:30	12	28	330	90%	249	365			
	15:45	18	30	318	87%	249	365			
	16:00	5	21	302	83%	249	365			
	16:15	10	32	280	77%	249	365			
	16:30	5	24	261	72%	249	365			
	16:45	12	22	251	69%	249	365			
	17:00	8	17	242	66%	249	365			
	17:15	5	25	222	61%	249	365			
	17:30	14	18	218	60%	249	365			
	17:45	11	33	196	54%	249	365			
	18:00	8	16	188	52%	249	365			
	18:15	13	20	181	50%	249	365			
	18:30	8	9	180	49%	249	365			
	18:45	4	17	167	46%	249	365			
	48.00			11931	3269%					
	Average			249	68.10%					

3.1.3 It is acknowledged that the degree to which this car park is at capacity or over capacity is very modest and in reality, in 2018 this car park is adequate for demand throughout the survey day. When

- 3.2.2 This car park is outside of LRTC control being privately operated. It is located within the town centre and is regarded as a shoppers/local workers car park. The charging structure of this car park is informative as it demonstrates "market forces" in terms of cost per time period. **Figure 3.1** shows the charging structure for this car park.

🕒 Opening times		📍 Pay on the day		⊛ Car Park features	📌 Additional info
Monday	24Hr	Up to 30 mins	£1.00	• Gateway accepted	• Max Height - None
Tuesday	24Hr	30 mins to 1 hour	£2.00	• Season Tickets available	• PayByPhone location code: 15185
Wednesday	24Hr	1 to 2 hours	£3.50	• Cards accepted	
Thursday	24Hr	2 to 4 hours	£7.00		
Friday	24Hr	4 to 24 hours	£11.00		
Saturday	24Hr	Season Tickets from as little as £4.53 per day. 📍			
Sunday	24Hr				

Figure 3.1 – NCP Pitthouse Car Park Charging Structure

- 3.2.3 The TFS assessment of this car park shows that the average dwell time at this car park is 2hrs 36mins. This would cost £7.00 at the ticket machine or a minimum of £4.53 for a season ticket. These charges are locally high, however in the 2018 survey this car park is over capacity for a period of one hour between 12:45hrs and 15:15hrs, predominantly in the early period. **Table 3.3** shows the 2018 occupancy at this car park.

Table 3.4 - 2030 Forecast Occupancy – Site 2 - NPC Pitthouse Car Park

	Time	Entry	Exit	Occupancy	Percentage Capacity				
	07:00	0	0	9	14%	41	64		At or Over Capacity
	07:15	0	0	9	14%	41	64		
	07:30	1	1	9	14%	41	64		
	07:45	3	0	12	19%	41	64		
	08:00	2	0	14	23%	41	64		
	08:15	3	1	17	26%	41	64		
	08:30	0	2	14	23%	41	64		
	08:45	3	0	18	28%	41	64		
	09:00	4	3	19	30%	41	64		
	09:15	3	1	21	33%	41	64		
	09:30	2	2	21	33%	41	64		
	09:45	2	4	19	30%	41	64		
	10:00	4	2	21	33%	41	64		
	10:15	9	3	28	44%	41	64		
	10:30	4	3	29	45%	41	64		
	10:45	12	3	39	61%	41	64		
	11:00	9	4	45	70%	41	64		
	11:15	6	1	50	78%	41	64		
	11:30	7	4	53	84%	41	64		
	11:45	8	3	59	92%	41	64		
	12:00	9	6	62	97%	41	64		
	12:15	5	4	63	99%	41	64		
2.25hrs	12:30	11	6	69	108%	41	64		
	12:45	9	4	75	117%	41	64		
	13:00	8	7	76	118%	41	64		
	13:15	7	9	74	115%	41	64		
	13:30	3	11	65	101%	41	64		
	13:45	6	7	63	99%	41	64	+1.25hrs	
	14:00	7	7	63	99%	41	64		
	14:15	5	5	63	99%	41	64		
	14:30	5	3	66	103%	41	64		
	14:45	4	2	68	106%	41	64		
	15:00	5	5	68	106%	41	64		
	15:15	10	5	74	115%	41	64		
	15:30	1	8	66	103%	41	64		
	15:45	5	8	62	97%	41	64		
	16:00	4	11	55	85%	41	64		
	16:15	2	8	48	75%	41	64		
	16:30	6	6	48	75%	41	64		
	16:45	3	8	42	66%	41	64		
	17:00	5	15	31	49%	41	64		
	17:15	5	10	26	40%	41	64		
	17:30	4	5	25	38%	41	64		
	17:45	2	3	23	37%	41	64		
	18:00	6	4	26	40%	41	64		
	18:15	1	5	21	33%	41	64		
	18:30	8	4	26	40%	41	64		
	18:45	5	2	29	45%	41	64		
	48.00			1982	3098%				
	Average			41	64.53%				

3.2.5 This car park is unlikely to be a major attractor of long stay day trippers but it is an useful barometer of cost vs occupancy and indicates that higher parking costs are not necessarily a disincentive as convenience of location has a value.

3.3 Site 3 – Broad Street Car Park

3.3.1 Broad Street Car Park is operated by DC and is located within the town centre and accessed via the A3052 - Broad Street. The charges levied at this car park are shown in Figure 3.2.

Broad Street Car Park, Broad Street, Lyme Regis. DT7 3QD. Short Stay
Charges – 40p for 20min, 70p for 1 hour, £1.60 for 2 hours, and £4 for 3 hours
– additional hours £4 per hour.

Figure 3.2 – DC Broad Street Car Parking Charges

3.3.5 The 2030 forecast utilisation of this car park shows a dramatic increase in the period of time that the car park is over capacity, being an additional 5hrs, extending from 10:45hrs to 18:45hrs. This reflects the previous observation that this car park is often operating near to capacity in 2018. **Table 3.6** shows the 2030 forecast occupancy rate of this car park.

Table 3.6 - 2030 Forecast Occupancy – Site 3 - DC Broad Street Car Park

	Time	Entry	Exit	Occupancy	Percentage Capacity				
	07:00	1	1	8	18%	38	44		At or Over Capacity
	07:15	0	0	8	18%	38	44		
	07:30	1	0	9	20%	38	44		
	07:45	0	0	9	20%	38	44		
	08:00	2	3	8	18%	38	44		
	08:15	4	1	11	25%	38	44		
	08:30	0	1	10	23%	38	44		
	08:45	4	0	14	33%	38	44		
	09:00	6	1	20	46%	38	44		
	09:15	3	2	21	48%	38	44		
	09:30	3	3	21	48%	38	44		
	09:45	3	0	25	56%	38	44		
	10:00	12	6	31	71%	38	44		
	10:15	10	2	40	91%	38	44		
	10:30	5	6	39	89%	38	44		
6.75hrs	10:45	13	7	46	104%	38	44		
	11:00	5	4	47	106%	38	44		
	11:15	9	8	48	109%	38	44		
	11:30	5	6	47	106%	38	44		
	11:45	5	5	47	106%	38	44		
	12:00	10	7	50	114%	38	44		
	12:15	6	7	49	111%	38	44		
	12:30	11	10	50	114%	38	44		
	12:45	3	5	48	109%	38	44		
	13:00	8	8	48	109%	38	44		
	13:15	7	7	48	109%	38	44		
	13:30	2	6	43	99%	38	44		
	13:45	7	5	46	104%	38	44	+5hrs	
	14:00	10	6	50	114%	38	44		
	14:15	13	13	50	114%	38	44		
	14:30	6	9	47	106%	38	44		
	14:45	5	5	47	106%	38	44		
	15:00	12	11	48	109%	38	44		
	15:15	8	9	47	106%	38	44		
	15:30	4	4	47	106%	38	44		
	15:45	11	9	49	111%	38	44		
	16:00	5	8	46	104%	38	44		
	16:15	7	8	45	101%	38	44		
	16:30	5	4	46	104%	38	44		
	16:45	7	10	42	96%	38	44		
	17:00	4	5	41	94%	38	44		
	17:15	7	3	46	104%	38	44		
	17:30	15	10	51	116%	38	44		
	17:45	6	11	46	104%	38	44		
	18:00	6	8	43	99%	38	44		
	18:15	14	10	48	109%	38	44		
	18:30	11	16	42	96%	38	44		
	18:45	13	10	46	104%	38	44		
	48.00			1815	4126%				
	Average			38	85.96%				

3.3.6 This car park has a modest capacity but is well used, probably by shoppers or perhaps dog walkers accessing the beaches. In terms of inbound day visitor trips, especially from the west, this car park is unlikely to be overly attractive.

3.4 Site 4 – Woodmead Halls Car Park

3.4.1 Woodmead Halls Car Park is operated by LRTC and is located to the north of the town centre. Vehicular/pedestrian access is provided from Hill Road along the southern boundary of the car park.

- 3.4.5 On the basis of the survey assessment undertaken in the TFS, it is suggested that this car park is popular for medium to long term parking, with an average dwell time of 4hrs 24mins, possibly due to its low, consistent hourly cost.

3.5 Site 5 - Charmouth Road Car Park

- 3.5.1 Charmouth Road Car Park is operated by DC and is situated at the eastern extent of Lyme Regis. Access is provided via Charmouth Road along the western boundary of the site. There is a separate area with a designated access point at the north-western corner of the site for Coaches and Commercial Vehicles. The charges levied at this car park are shown in **Figure 3.3**.

Charmouth Road Car Park, Charmouth Road, Lyme Regis. DT7 3DP. Long Stay
Charges - £2 per day.
386 standard parking places. Season tickets available

Figure 3.3 - DC Charmouth Road Car Parking Charges

- 3.5.2 The 2018 survey does not record anytime when this car park is over capacity, it does operate near capacity in the early to mid-afternoon. As there is no overcapacity recorded in 2018, there is no table presented for this scenario.
- 3.5.3 It is considered somewhat unusual surprising that this car park is not over capacity in the 2018 survey, as it is very cheap and well located relative to the beach. An increase in the charges at this car park, should the operator implement any increase, is consider to have both potential positive and negative impacts. An increase could be of some benefit to the eastern P&R but potentially detrimental to the town centre as day visitors from the east may seek other parking options.
- 3.5.4 The 2030 forecast does show this car park operating at or over capacity, continuously between 13:00hrs and 15:30hrs, a period of 2hrs 30mins. **Table 3.8** shows the occupancy levels of this car park in the 2030 forecast scenario.

<p>The service will operate on the following dates:</p> <ul style="list-style-type: none"> • Saturday 25 May to Sunday 2 June (Whitsun holiday) • Saturdays and Sundays between Saturday 1 June and Sunday 21 July • Daily between Wednesday 24 July and Sunday 1 September <p>Concessionary bus passes are accepted. Otherwise, the following fares apply:</p> <ul style="list-style-type: none"> • Adult Single – £2 • Adult Return – £3.50 • Child Single – £1.50 • Child Return – £2.50 • Group (up to five people) – £7.00

Figure 3.4 - LRTC Charmouth Road P&R Operating Times and Car Parking Charges

3.6.3 This facility is not shown to be over capacity in either the 2018 Survey or the 2030 forecast scenario.

3.7 Site 7 – Charmouth Road Coach Park

3.7.1 This facility has not been considered within the narrative of this TFSA.

3.8 Site 8 – Cobb Gate Car Park

3.8.1 The Cobb Gate Car Park has a capacity of 18 spaces it is operated by DC as a pay & display car park. This car park is located to the south of the town centre accessed off the A3052 Church Street. The car park is located to the immediate north of the main beaches. The charges levied at this car park are shown in Figure 3.5.

<p>Cobb Gate Car Park, Broad Street, Lyme Regis. DT7 3QF. Short Stay. Charges – 40p for 20min, 70p for 1 hour, £1.60 for 2 hours, and £4 for 3 hours – additional hours £4 per hour.</p>

Figure 3.5 - DC Cobb Gate Car Parking Charges

3.8.2 It is apparent that this car park is notably cheaper than other local facilities for very short length stay of 20 minutes. It does become more expensive than some other facilities beyond a 3hr stay.

3.8.3 A very obvious factor arising in this car park is that of the 611 vehicles recorded entering the car park, 395 of these had a dwell time of less than 10 minutes, many of this number, considerably less time than this, less than a minute in some cases.

3.8.4 In terms of the car park operating at or over capacity, the 2018 survey demonstrates that this car park operates over capacity for approximately 10hrs, between 08:45hrs and 18:45hrs. During this extended period the car park is often near or at twice its capacity. It is acknowledged that many of the vehicles entering the car park have very limited dwell time, but these vehicles still have a highway impact that is likely to be detrimental to local traffic and the community at large. Table 3.9 shows the car park occupancy as recorded in 2018.

Table 3.10 – 2030 Forecast Occupancy – Site 8 - DC Cobb Gate Car Park

	Time	Entry	Exit	Occupancy	Percentage Capacity				
	07:00	10	3	8	43%	30	18		At or Over Capacity
	07:15	2	4	6	31%	30	18		
	07:30	4	6	3	19%	30	18		
	07:45	4	3	4	25%	30	18		
	08:00	10	4	11	62%	30	18		
	08:15	10	5	17	93%	30	18		
	08:30	2	3	16	87%	30	18		
10hrs	08:45	8	1	23	130%	30	18		
	09:00	10	10	23	130%	30	18		
	09:15	10	7	27	149%	30	18		
	09:30	8	13	21	118%	30	18		
	09:45	13	11	23	130%	30	18		
	10:00	17	20	20	111%	30	18		
	10:15	19	16	23	130%	30	18		
	10:30	11	12	22	124%	30	18		
	10:45	19	13	29	161%	30	18		
	11:00	15	12	32	179%	30	18		
	11:15	12	10	35	192%	30	18		
	11:30	13	16	31	173%	30	18		
	11:45	18	17	32	179%	30	18		
	12:00	20	17	36	198%	30	18		
	12:15	12	12	36	198%	30	18		
	12:30	15	16	35	192%	30	18		
	12:45	15	14	36	198%	30	18		
	13:00	8	10	33	186%	30	18		
	13:15	19	16	37	204%	30	18		
	13:30	15	9	43	241%	30	18		
	13:45	10	13	40	223%	30	18		
	14:00	12	16	36	198%	30	18		
	14:15	10	11	35	192%	30	18		
	14:30	12	8	39	217%	30	18		
	14:45	20	19	40	223%	30	18		
	15:00	10	12	38	210%	30	18		
	15:15	15	12	41	229%	30	18		
	15:30	7	7	41	229%	30	18		
	15:45	11	15	37	204%	30	18		
	16:00	8	10	35	192%	30	18		
	16:15	13	10	38	210%	30	18		
	16:30	14	12	40	223%	30	18		
	16:45	5	5	40	223%	30	18		
	17:00	12	13	39	217%	30	18		
	17:15	21	24	36	198%	30	18		
	17:30	18	18	36	198%	30	18		
	17:45	18	18	36	198%	30	18		
	18:00	15	14	37	204%	30	18		
	18:15	14	13	38	210%	30	18		
	18:30	16	18	36	198%	30	18		
	18:45	9	13	31	173%	30	18		
	48.00			1449	8050%				
	Average			30	167.71%				

3.8.7 This car park is considered to be a major asset that has great potential for enhanced use by means of a robust car park management strategy/way finding. An appropriate use that could reduce unnecessary vehicle movements in and out of this facility would be to reserve it specifically for disabled users. This may entail losing some parking spaces due to the larger size of disabled parking bays.

3.9 Sites 9 Monmouth Road/10 Monmouth Road 2/11 Cabanya Car Parks

3.9.1 These car parks, operated by LRTC are all co-located to the north of Monmouth Beach, following discussions with the client these car parks have been considered as a single facility. The charges levied at these car parks are set at £1.40 an hour. Given the very close proximity of Monmouth Beach, this is considered to probably be below a rate that could be reasonable charged.

Table 3.12 – Sites 9, 10, 11 with 18% Increase in Occupancy

Time	Entry	Exit	Occupancy	Percentage Capacity
07:00	17	1	15	5.12%
07:30	6	4	18	5.91%
08:00	22	4	37	12.22%
08:30	6	15	27	9.07%
09:00	24	2	48	16.16%
09:30	18	12	54	18.13%
10:00	64	13	105	35.08%
10:30	41	14	132	44.15%
11:00	59	26	165	55.19%
11:30	64	18	211	70.56%
12:00	48	24	236	78.84%
12:30	65	28	272	91.06%
13:00	55	27	301	100.52%
13:30	48	39	310	103.68%
14:00	41	46	305	102.10%
14:30	42	37	311	104.07%
15:00	35	64	283	94.61%
15:30	40	62	260	87.12%
16:00	41	58	244	81.60%
16:30	40	81	203	67.80%
17:00	41	35	209	69.78%
17:30	29	50	189	63.07%
18:00	38	57	170	56.77%
18:30	34	139	65	21.68%
24.00			4169	1394.32%
Average			174	58.10%

- 3.10.4 Whilst the average occupancy remains well below capacity, there is a period of 90 minutes when this combined sites facility is over capacity. It is also the case that when considering all the car parks covered in the TFS, under the 18% occupancy increase scenario the peak occupancy reaches 95%. This occurs over a period of two hours between 13:00hrs and 15:00hrs. **Table 3.13** shows the impact of an 18% increase in occupancy across all car parks examined in the TFS.

2030 Forecast Year

- 3.10.6 The 2030 Forecast is based on a TEMPro derived growth figure, as described previously. The growth figure is approximately 11%. If this figure is added to the August peak day figure of 18% above the September 2018 survey day, the potential 2030 peak day increase in occupancy is 28%. The effect of this on the combined Sites 9, 10 & 11 is significant in terms of increase in percentage over capacity, but less so in the time period involved which increase by 30 minutes. **Table 3.14** shows the impact of a 28% increase in occupancy upon these combined sites.

Table 3.14 – 2030 Forecast Sites 9, 10, 11 with 28% Increase in Occupancy

Time	Entry	Exit	Occupancy	Percentage Capacity
07:00	18	1	17	5.57%
07:30	6	4	19	6.42%
08:00	24	4	40	13.27%
08:30	6	17	29	9.85%
09:00	26	3	52	17.55%
09:30	19	13	59	19.69%
10:00	69	14	114	38.10%
10:30	45	15	143	47.95%
11:00	64	28	179	59.93%
11:30	69	19	229	76.63%
12:00	52	26	256	85.62%
12:30	70	31	296	98.89%
13:00	60	29	326	109.16%
13:30	52	42	337	112.59%
14:00	45	50	332	110.88%
14:30	46	40	338	113.02%
15:00	38	69	307	102.74%
15:30	44	68	283	94.61%
16:00	45	63	265	88.62%
16:30	44	88	220	73.63%
17:00	45	38	227	75.77%
17:30	32	54	205	68.49%
18:00	41	61	184	61.65%
18:30	37	151	70	23.55%
24.00			3537	1514%
Average			189	63.09%

- 3.10.7 Whilst the average occupancy remains well below capacity, there is a period of 2hr 30min when this combined sites facility is over capacity. It is also the case that when considering all the car parks covered in the TFS, under the 28% occupancy increase scenario the peak occupancy reaches 103%. This occurs over a period of two hours between 13:00hrs and 15:00hrs. **Table 3.15** shows the impact of an 28% increase in occupancy across all car parks examined in the TFS.

4. MITIGATION

4.1 Car Park Management

- 4.1.1 The effective management of all of the car parks within Lyme Regis and its immediate environs will be difficult without considerable stakeholder engagement and agreement. The car parks are currently in a number of different ownerships and are also meeting different customer requirements. This leads to different approach routes, dwell times and pricing structures, amongst other things.
- 4.1.2 There are a number of measures that should be considered in terms of managing the existing provision. These measures are best described as improving the legibility of the town parking provision by providing users of these facilities with as much information regarding the car parks as soon as possible, i.e. on the approaches to the town.
- 4.1.3 This would be achieved by highway signage, ideally including variable message signing that up dates with available capacity in each of the car parks. Direction signing should clearly indicate the nearest car parks of each type (identified below). It should also be made clear that the car parks of each type have similar/identical pricing structures to avoid “bargain hunting”, i.e. looking for the best price.
- 4.1.4 Car parks should be identified for their primary use by reference to the major attractor, i.e. beach/day trip parking, shoppers car parks, other local uses (such as employees). Once the primary use of each car park is identified (this is quite clear just from size and location) dwell time and price structures should be implemented to reflect these uses.
1. Shoppers car parking should be regarded as short term, i.e. up to 3hrs and should be priced at a lower tariff;
 2. Other Local Uses car parking should be aimed at medium to long stay and be priced at an hourly rate, pay on exit would be an ideal solution, with locals able to purchase some form of concessionary ticket/pass.
 3. Beach/Day Tripper car parking should be aimed at medium to long stay and be priced at an hourly rate, pay on exit would be an ideal solution, with no concession for locals.
- 4.1.5 Without a coordinated effort from the various car park operators, market forces are likely to result in undercutting of any “agreed” pricing. Therefore stressing the importance to the local community of minimising traffic impacts upon Lyme Regis is critical.

4.2 Park & Ride Facilities

Charmouth Road P&R

- 4.2.1 The Charmouth Road P&R facility can act as a primary interceptor of westbound traffic on the A3052, this benefits the town by reducing congestion and minimising adverse air quality impacts. It could be argued that this facility can readily cater for more than just westbound traffic, but this would result in unwanted and unnecessary car trips through the historic town centre of Lyme Regis.
- 4.2.2 Use of this facility by greater numbers of day trippers should be encouraged through attractive pricing and high frequency scheduling of the bus service.
- 4.2.3 It is acknowledged that the Charmouth Road P&R is not in the control of LRTC and can be withdrawn from operation with little notice. This is a risk that cannot be mitigated by any means other than obtain ownership.

5. SUMMARY & CONCLUSION

5.1 Summary

- 5.1.1 This TFSA has been produced by Hydrock for LRTC. The purpose of this TFSA is to identify the impacts of future traffic growth on the existing Lyme Regis off road car parking facilities. An additional assessment has been undertaken on the impact of this traffic growth on the peak car park usage day of August 2018.
- 5.1.2 An outline for car park management has been presented, to work this would require positive stakeholder engagement and a highway signage strategy.
- 5.1.3 Having identified a potential for the existing car park provision to be inadequate within the medium term. An explanation as to the utility of out of town P&R facilities has been presented.

5.2 Conclusion

5.2.1 The conclusions of this TFSA are:-

- In September 2018, there was adequate off road car parking provision within Lyme Regis and immediate environs, albeit only marginally so in some car parks at certain times of day;
- Utilising a TEMPro growth factor of approximately 11%, covering the period 2018 to 2030, it has been shown that the number of car parks experiencing periods of inadequate capacity to meet demand, in future Septembers, will increase from four to nine.
- The issue of car parks being over capacity by 2030 is particularly acute during the 12:30hrs to 14:30hrs;
- Based on car park occupancy rates (derived from ticket sales) on the busiest day in August 2018 and the survey date, a difference of +18% between the August peak and September survey date was identified;
- The August 2018 peak is likely to have seen a significant increase in the number of car parks experiencing periods of having inadequate capacity to meet demand;
- Car Park Management is likely to require significant stakeholder engagement;
- Pricing schedules would require rationalisation across all of the car park facilities;
- Advanced Car Park information would best be achieved through appropriate highway signage on the approaches to Lyme Regis;
- Out of town Park and Ride facilities should be encouraged not only because of the ability to reduce car trips into Lyme Regis per se, but because of the reduction in congestion and harmful emissions occasioned by this and the increase in amenity for residents and visitors/day trips to Lyme Regis.

Hydrock Consultants Ltd

Complaints and Incidents Summary – 10 April 2019 – 21 June 2019

Complaints and incidents dealt with by LRTC

No.	Date	Incident?	Where?	When did it occur/when noticed?	Item reported to	LRTC action
1682	07/05/2019	Lighting inadequate – Bowling Green chalet steps	Bowling Green chalets	07/05/2019	Matt	Lighting to be installed / Western Power replaced lamp on new electricity pole
1683	10/06/2019	Brambles need cutting back – cemetery wall	Summerhill Rd /Cemetery	10/06/2019	Pete	Cut back
1684	18/06/2018	Enforcement Officer accused of harassment	Monmouth Car Park	18/06/2019	Matt	Investigated - Returned Call

Complaints and incidents dealt with by West Dorset District Council

No.	Date	Incident?	Where?	When did it occur/When noticed?	Item reported to:	Reference: