



John Wright  
Town Clerk

## Lyme Regis Town Council

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

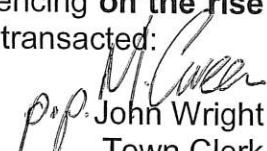
email: [enquiries@lymeregistowncouncil.gov.uk](mailto:enquiries@lymeregistowncouncil.gov.uk)

Tel: 01297 445175  
Fax: 01297 443773

### Town Management and Highways Committee

**Core Membership:** Cllr J. Broom (chairman), Cllr J. Scowen (vice-chairman), Cllr B. Bawden, Cllr R. Doney, Cllr K. Ellis, Cllr M. Ellis, Cllr B. Larcombe MBE, Cllr D. Sarson, Cllr G. Stammers, 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 16 October 2019 commencing **on the rise of the extraordinary Full Council**, when the following business is proposed to be transacted:

  
John Wright  
Town Clerk  
10.10.19

*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. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda

*Individuals will be permitted a maximum of three minutes each to address the committee*

#### 2. Apologies

To receive and record any apologies and reasons for absence

#### 3. Minutes

To confirm the accuracy of the minutes of the Town Management and Highways Committee meeting held on 11 September 2019 (attached)

#### **4. Disclosable Pecuniary Interests**

Members are reminded that if they have a disclosable pecuniary interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting and to do so would amount to a criminal offence. Similarly, if you are or become aware of a disclosable pecuniary interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.

#### **5. Dispensations**

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

#### **6. Matters arising from the minutes of the Town Management and Highways Committee meeting held on 11 September 2019**

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

#### **7. Update Report**

To inform members about progress on significant works and issues

#### **8. Electric Vehicle Charging Stations**

To allow members to consider installing electric vehicle charging stations

#### **9. Marine Parade Barrier Baskets**

To allow members to consider adding barrier baskets to the Marine Parade railings in the season

#### **10. Pound Road – Safety for Pedestrians**

To allow members to consider the safety of pedestrians on Pound Road

#### **11. Section 106 Money for Play Parks**

To allow members to consider how to spend the leftover Section 106 money from the Henry's Way play park project

#### **12. Sharps**

To allow members to consider the issue of sharps in the town

#### **13. Complaints and Incidents**

#### **14. Exempt Business**

**LYME REGIS TOWN COUNCIL**

**TOWN MANAGEMENT AND HIGHWAYS COMMITTEE**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 11 SEPTEMBER 2019**

**Present**

**Chairman:** Cllr J. Broom

**Members:** Cllr Ms B. Bawden, Cllr Miss K. Ellis, Cllr Mrs M. Ellis, Cllr B. Larcombe, Cllr D. Sarson, Cllr J. Scowen, Cllr Ms G. Stammers, Cllr G. Turner, Cllr S. Williams

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

**19/17/TMH Public Forum**

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

**19/18/TMH Apologies**

Cllr R. Doney

**19/19/TMH Minutes**

Cllr G. Stammers asked for her name to be on the list of members present at the meeting.

Proposed by Cllr G. Turner and seconded by Cllr B. Larcombe, the minutes of the previous meeting held on 11 September 2019, with the above amendment, were **ADOPTED**.

**19/20/TMH Disclosable Pecuniary Interests**

Cllr D. Sarson declared a pecuniary interest in Henry's Way play park, referred to in the Update Report.

**19/21/TMH Dispensations**

There was none.

**19/22/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 11 September 2019**

**Grave markers**

The council wished to record its thanks to Mr N. Ball for making two wooden crosses to use as grave markers.

### **Gardens' refurbishment**

Cllr B. Larcombe was concerned there were still substantial cracks in the pathways that were not filled in.

The operations manager said some cracks were still being monitored by the council's geotechnical engineer so they had not been filled in, but if they were significant cracks, they would be filled in as health and safety would take precedence.

Cllr B. Larcombe thanked the gardening staff for bringing the gardens back up to scratch and said the difference was noticeable.

### **Beach disabled access**

The operations manager said the conveyor belt for disabled access had not yet been delivered but it would be in place for the next season.

## **19/23/TMH Update Report**

### **Largigi – alfresco licence**

The deputy town clerk said a meeting had taken place the previous day with Dorset Council, when agreement was reached about the highway status. He said this would not prevent the town council charging in the way it always had, providing those charges were felt to be reasonable. He added the council might need to take the advice of a valuer, but it would appear the council was not constrained by the Highways Act.

### **Electric vehicle purchase**

The operations manager said the vehicle had not yet been delivered.

### **Signage from A35**

Cllr B. Larcombe said he hoped the signage would not be too elaborate or incorporated into a wider strategy for the A35.

The deputy town clerk said the intention was to concentrate on signs to Lyme Regis from the A35 and nothing else.

### **Wildflower planting**

Cllr J. Scowen thanked the operations supervisor for implementing plans for a wildflower area in the gardens.

## **19/24/TMH VE Day Commemorations, 8-10 May 2020**

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to participate in VE Day commemorations in May 2020, to form a working group to take this forward, and to appoint Cllrs D. Sarson, K. Ellis, B. Larcombe and J. Scowen to the working group, with the involvement of the Lyme Regis branch of the Royal British Legion and other relevant local organisations.



It was noted a budget for the commemorations would need to be included in the 2020/21 budget-setting process.

#### **19/25/TMH Dorset Council's CCTV Project**

Members were generally in favour of linking the existing CCTV to Dorset Council's pan-Dorset CCTV project and the installation of an additional camera in Broad Street.

However, several members emphasised that CCTV should be to aid police officers, not to substitute for them.

Cllr B. Larcombe said there were not enough figures in the report to allow members to make a decision and there was general agreement with this view.

Cllr Ms G. Stammers said clarification was needed on which 12 hours in the day the cameras would be monitored by Dorset Police.

The operations manager said he could obtain more details about cost and when the cameras would be monitored, although it was noted the cameras would be recording even when they were not being monitored.

Members agreed more detailed costs were required but agreed with Cllr Mrs M. Ellis's view that the council could apply for grant funding to link into the pan-Dorset CCTV project in the meantime.

Proposed by Cllr J. Broom and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to obtain more detailed costs for the link installation for Dorset Council's pan-Dorset CCTV project which allows Dorset Police access to monitor the council's CCTV system, and for the installation of a CCTV camera at the top of Broad Street to view the majority of Broad Street and vehicle movements.

#### **19/26/TMH Private Beach Huts on Cart Road**

The deputy town clerk said the existing beach hut licences, which had around 12 years left, did not include an obligation to replace huts. He said if maintenance standards could only be achieved by changing a hut, the council could make a licensee replace it with a pitched roof; if it could be maintained without replacement, this option was not possible.

It was noted there were several huts which were in a poor state of repair, which officers were aware of and were dealing with.

As licensees were not required to replace their huts, Cllr Mrs M. Ellis said they should be encouraged to do so by taking advantage of bulk buy discounts when the council bought new huts with pitched roofs.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to instruct the operations manager to contact all owners of private beach huts on Cart Road to encourage them to bring their huts into

line with the council's new 'pitched-roof specification by 31 March 2022, by which time all the council-owned huts will have been replaced, and to inform licensees of the opportunity to obtain a bulk-buy discount.

#### **19/27/TMH Guildhall Car Parking**

Cllr S. Williams asked if the listed building status would affect this proposal.

The deputy town clerk said planning permission and listed building consent would be required because the curtilage of the building was listed.

Cllr B. Larcombe said it would also be helpful to have a turning area so vehicles didn't have to reverse into Church Street. He added he wouldn't want this proposal to delay the office refurbishment.

The deputy town clerk agreed but said the area would make a useful builders' compound during the office refurbishment works.

Cllr Mrs M. Ellis asked if staff would use the car park, as wider consideration needed to be given to where staff parked during the summer as spaces were at a premium at Woodmead car park.

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to support, in principle, the creation of a wider ramped access to the higher tiered land to the south and west of the council offices to allow for more on-site parking for members, staff and visitors, but that any permissions be obtained and the work be tendered and undertaken in conjunction with the planned office refurbishment project; final approval will need to come through the normal budget and objective-setting processes.

#### **19/28/TMH Winter Boat Storage**

Cllr S. Williams said 27 boats were stored on the car park last year, as well as other equipment, generating an income of over £8,000 for the former West Dorset District Council.

The deputy town clerk said officers had received a proposal from Dorset Council (DC) that day. DC said it was unlikely to need the whole area and suggested it paid the town council half of the income of £60.50 per metre for each boat. For illustration, if 20 boats were stored, DC would pay around half the £6,000 proposed in the report on the agenda.

Cllr B. Larcombe said this would mean the town council receiving less than it did in 2019, and DC would be profiting from the town council's asset.

Cllr Mrs M. Ellis said the council had always stated it would support a working harbour, and as the bowls' club had suggested boats could be stored on the car park it leased from the town council, there may be an opportunity for discussions to take place between the three parties.

Cllr B. Larcombe said the bowls' club car park would only be big enough for around six boats. He added that the availability of winter boat storage did not jeopardise a working harbour as it was more for leisure boats.

Cllr S. Williams said boats should be removed by the Friday before Good Friday, which didn't happen in 2019.

Cllr J. Broom said the council should also stipulate the car park was for boat storage, only, and not for any other equipment.

Cllr Mrs M. Ellis requested a recorded vote on the following motion:

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to charge Dorset Council £6,000 for winter boat storage on the western section of Monmouth Beach car park, providing the boats are removed by the Friday before Good Friday, and it is used for the storage of boats, only.

**Voted for** – Cllr Ms B. Bawden, Cllr B. Larcombe, Cllr Ms G. Stammers, Cllr G. Turner, Cllr S. Williams, Cllr J. Scowen, Cllr D. Sarson, Cllr J. Broom

**Voted against** – Cllr Mrs M. Ellis, Cllr Miss K. Ellis

**Abstentions** – None

#### **19/29/TMH Blue Sea Café Roof Quotes and Letting**

The deputy town clerk said three quotes had been received, which were all relatively close together in value. He said the lowest quote was likely to be around £20-25k, assuming several elements of costs were taken out, which was reasonable to do so. He added the exact figure would need to be reported to the Strategy and Finance Committee.

The following members put themselves forward to sit on the panel to select a tenant: Cllrs Mrs M. Ellis, J. Broom, J. Scowen, B. Larcombe, Ms B. Bawden.

The deputy town clerk said the closing date for formal proposals was the end of September, so the panel would be required to meet in early October.

Proposed by Cllr J. Broom and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to note the progress of the tendering process for the repairs to the roof of the Blue Sea Café and the latest position with the marketing of the premises and to approve Cllrs Mrs M. Ellis, J. Broom, J. Scowen, B. Larcombe, and Ms B. Bawden sit on a panel to consider the selection of a tenant.

#### **19/30/TMH Public Space Protection Order**

Members agreed any new order should be specifically for Lyme Regis, rather than one comprehensive order which covered all affected towns, and dogs should be banned from Front Beach, including the pebble beach, all-year-round.

Cllr B. Larcombe said he also wanted a dog ban in the cemetery to be considered, or at least low-height fencing to prevent dogs straying away from the paths. It was agreed this would be included on a future agenda.

The deputy town clerk said the council's views could be relayed to Dorset Council, but this was not what the council was being asked to consider at this point. He said a formal consultation would be held in 2020 as part of any new order; the council was only being asked at this point if it agreed with extending the existing order for six weeks.

It was agreed the council's views should be flagged up to Dorset Council at this point, in anticipation of a formal consultation for the new order.

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to raise no objection to the proposal by Dorset Council to continue the current dog-related Public Space Protection Order covering Lyme Regis in place until 31 December 2020, i.e., for six weeks beyond the expiry of the current order (15 October 2020), but to flag up to Dorset Council at this point that the town council will be requesting changes to the current regulations and an order which relates specifically to Lyme Regis.

#### **19/31/TMH Committee Objectives 2019-20**

Cllr J. Scowen said he didn't see the need to appoint lead members as committee chairmen already fulfilled this role and it added another layer to the process.

Cllr B. Larcombe agreed and said he didn't believe it was necessary in a small council, as there was more value in all members being up-to-speed at the same time.

Cllr Mrs M. Ellis said it would help officers if they knew which member they were working with. She said there was a small core of chairmen and vice-chairmen, so having lead members would give others with the time and experience the opportunity to get involved.

Cllr Ms B. Bawden agreed and said she would like to be more involved. She said it would enable members who felt they didn't have as much opportunity to be more closely involved and learn more about a specialised subject.

Proposed by Cllr J. Scowen and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** not to identify lead members for committee objectives.

#### **19/32/TMH Complaints and Incidents**

With reference to incident 1668, the deputy town clerk confirmed the business concerned did not have permission to tie umbrellas to the railings.

With reference to incident 1667, members discussed the seagull problem in Lyme Regis and agreed an item should be included on the next agenda for further discussion.

*The meeting closed at 8.33pm.*

**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Matters arising from the minutes of the Town Management and Highways Committee meeting held on 11 September 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**

#### **19/23/TMH – Update Report**

##### **Largigi – alfresco licence**

Further correspondence has now been received from the solicitors acting for Largigi in response to the council's claim for payment. This indicates that the claim will be defended and requests an extension of 28 days to file a defence, i.e., until 20 November 2019.

The council has little option but to agree to the requested extension. The alternative is that an application could be made to the court for an extension of time, which is likely to be granted. In those circumstances and if the court felt the council's refusal to be unreasonable, it could order that the council pay the costs of such an application.

##### **Electric vehicle**

The new electric vehicle was delivered on 10 October, with number plates to follow.

##### **Signage from A35**

Highways England has now provided the contact details for someone nominated to discuss signage from the A35 to Lyme Regis. An initial meeting with that person and appropriate representatives from Dorset and Devon councils is being arranged and further information will be circulated via the members briefing.

#### **19/24/TMH – VE Day Commemorations, 8-10 May 2020**

A meeting of the working group was held on 24 September 2019. Events agreed at that meeting were as follows:

<b>When</b>	<b>Event</b>	<b>Lead</b>
Friday 8 May 2020 2:55pm	Commemorative gathering around the anchor - seafront/Last Post and	Ian Marshall Chairman RBL



## AGENDA ITEM 6

	Reveille bugler - if available	
Friday 8 May 2020 3pm	Bagpipes - Battle's O'er and VE Day75 (a new piece of music) – Anchor – if bagpipes available	Matt Adamson-Drage
Friday 8 May 6:45pm	Beacon lighting – North Wall Mayor to light?	Matt Adamson-Drage
6:55pm	Cry for Peace Around the World	Alan Vian
7pm	Church Bells - if ringers available	Master of Bells
Saturday 9 May 2020 Afternoon	Over 75s tea party – Woodmead Halls (at Woodmead Halls' cost)	Philip Evans
Saturday 9 May Afternoon/evening	Big Band – Marine Theatre (if possible)	Sophia Moseley
Sunday 10 May 2020 10:30am	Church service – St Michaels Followed by wreath-laying at War Memorial – Last Post and Reveille Bugler - if available	Audrey Vivian/Philip Evans/Ian Marshall

It was decided against holding a street party as it was considered too costly and would involve road closures. Any further ideas should be presented to the operations manager.

### **19/28/TMH – Winter Boat Storage**

For 2020, Dorset Council has now indicated that the council's car park will not be required and the boats will be accommodated elsewhere on land 'within the harbour', although an offer of storage at West Bay was also apparently made but not taken up.

### **19/29/TMH – Blue Sea Café Roof Quotes and Letting**

As previously reported and agreed, the roof and other works will commence after the end of the October school half-term break and should be complete by Christmas. This will give any new tenant time to fit out and be ready to open in time for Easter 2020 at the latest.

Five detailed proposals have been received from potential tenants and these will be considered by the member selection panel agreed at the last meeting. That panel comprises Cllrs Ms. B. Bawden, J. Broom, Mrs. M. Ellis, B. Larcombe and J. Scowen.

Emails will be sent to those members asap suggesting possible dates and enclosing copies of the proposals received. Because those proposals contain personal and financial information, they should be treated as confidential.

**19/30/TMH – Public Space Protection Order**

Dorset Council has indicated the formal consultation on Public Space Protection Orders will commence in January 2020 and will last for 12 weeks. As such, it is intended to bring a report to this committee on 4 December 2019 to allow the council to respond to the consultation within the timescales.

Matt Adamson-Drage  
Operations manager  
October 2019

**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Update Report

**Purpose of the Report**

To inform members about progress on significant works and issues

**Report**

**Henry's Way play park**

New fencing has been installed. Replacement of the play equipment and ground surface was due to start on 7 October 2019 but has been delayed due to the weather. It is hoped work can start imminently and a verbal update will be given at the meeting.

**Speed indicator device**

The poles have been installed at Charmouth and Sidmouth Roads. Delivery of the device is awaited and is expected by the end of October. Following delivery, installation will be carried out by Dorset Council's Safer Travel Team.

**Office refurbishment**

In accordance with the indicative programme reported to the meeting of Strategy and Finance on 25 September 2019, additional external survey work is in the process of being procured.

In addition, initial contact has been made with Dorset Council about the timing of any necessary road closure.

The next stage will be to procure architectural services and a draft specification for that work will be prepared shortly. As previously stated, the scope of works will also need to be agreed early in the programme, but it probably makes sense to do that once an architect has been appointed and the process can feed directly into initial design, specification and costing.

**Used bucket and spade recycling box**

Cllr Bawden has suggested that a wooden used bucket and spade recycling box be placed near the beach for members of the public to place discarded plastic buckets and spades for future use. It is intended to put a wooden crate suitably labelled near the beach for a trial period of six months from April next year. The trial will monitor how much this container attracts general waste before deciding on a permanent addition to the seafront.

**Broadway House wall – Pound Street**

A member of the public complained to the operations manager about a small piece of masonry that had recently fallen from Broadway house, at the junction of Silver Street and

Pound Rd, onto their head, receiving a small cut. The operations manager contacted building control and highways. Dorset Council building control had previously expressed concern about the condition of the rendering and were already in dialogue with the owner. Highways have shut the pavement in that location and building control are pursuing the owner to employ scaffolding and fix the wall.

As of 9 October, scaffolding had still not been employed by the owner and the building control officer contacted the town council to indicate that if nothing had happened by the end of the week then he would have to take further steps to resolve the matter. He remained seriously concerned about the state of the rendering on the 'end' wall of the property and the potential risk posed by it.

### **Guildhall Tower - external paint**

Several closures of Bridge Street and Church Street are proposed during autumn/winter for Western Power works opposite Monmouth street and Pooles Court, and for works to repair the overhanging window above the travel agents. During one of these closures, it is intended to take advantage of the opportunity to hire a cherry picker and work on the external decoration of the Guildhall tower and repair any guttering and fascia boards.

### **Candles on the Cobb Pavilion toilets**

At the time of writing, the refurbishment of the toilets was nearing completion with new hand-dryers and final painting to do. This work is expected to complete by the time of the meeting.

### **Gardens lighting project**

Formal switch-on took place on 13 September 2019 and was very well received by the public. It is intended that the lights will be on between dusk and 11pm from April half term to October half term every night. In the winter months they will be on at weekends to include any special events such as Bonfire night – between dusk and 11pm. If members have any suggestions contact the operations manager.

### **Puffin crossing**

Work to install the puffin crossing in Broad Street, which was due to start at the end of this month, has now been postponed until March 2010. This is due to the scaffolding which has been erected in Broad Street, which is likely to be in place for 16 to 24 weeks. As the road is due for re-surfacing in mid-October, Dorset Council is hoping to carry out the trenching for the underground ducting in the second week of October.

Matt Adamson-Drage  
Operations manager  
October 2019

Mark Green  
Deputy town clerk

**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Electric Vehicle Charging Stations

**Purpose of Report**

To allow members to consider installing electric vehicle charging stations

**Recommendation**

- a) Members agree to install Level Two EV charging stations to accommodate charging two vehicles on **Fast** charge simultaneously at Woodmead car park and instruct officers to report back with full quotes
- b) Members instruct officers to pursue grant funding for the project

**Background**

- 1. At Full Council on 24 July 2019 this council declared a climate and environmental emergency. To support this low carbon footprint initiative, use of electric vehicles could be encouraged through offering electric vehicle charging stations.
- 2. The UK Government has committed to zero emission vehicles by 2040, a ban on the sale of petrol and diesel cars, but it is looking at bringing forward that date.
- 3. Funding is available to install charging infrastructure through the Government – Office for Low Emission Vehicles. Grants of £7,500 are available for up to for electric vehicle charging points, subject to council covering 25% of the costs. Grants must be taken up by 31 March 2020 and the application process takes on average six to eight weeks.

**Report**

**Public EV Charging - Speed of Charge**

- 4. There are three different types of public charging points:
  - a. Level One. Very Low power charging using 110v (US/Canada only).
  - b. Level Two. **Fast** charging. 6kW (32amps) and 3kW (16 amps) taking between three to six hours to full charge.
  - c. Level Three. **Rapid** charging in around 30 minutes. This would require a new dedicated three-phase electricity supply to Woodmead car park.



5. Level Two are generally found in city centres and long stay car parks. Level Three are often found at motorway services and some major trunk roads service stations.
6. Example: The basic 2019 Nissan Leaf has a 40kW lithium-ion battery and will take over five hours to charge, at a 7kw draw **Fast** charge station, from flat to full. This should give a range of around 150 miles.

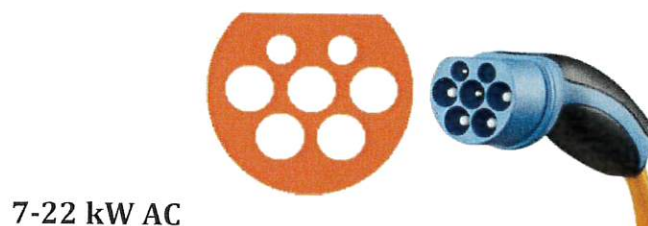
### Power Supply at Woodmead Car Park

7. The council's power supply at Woodmead car park is a single-phase 240volt / 100 Amps. It services four car park ticket machines and four car park lights sited on Woodmead Halls. These items draw minimal amperes. The existing supply is sufficient enough to service two **Fast** charging stations or one dual **Fast** charging station. In the future a three phase supply will be required to accommodate Level Three **Rapid** charging if council decided to introduce that.

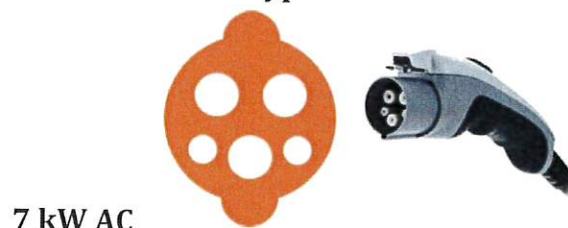
### EV charging connectors

8. The following connectors can be used with public **Fast** charging stations (**Rapid** charging stations can have different connectors such as CHAdeMO, CCS or Tesla, but Type 2 connectors also work). The most flexible charging stations are untethered, meaning the car owner provides the cable. Almost all EVs and Petrol Hybrid EVs are able to charge on a Level Two unit, with the correct cable. Most EV owners will have a cable with a Type 2 connector at the charging station end, regardless of the connection type on the end of the cable required at the car.

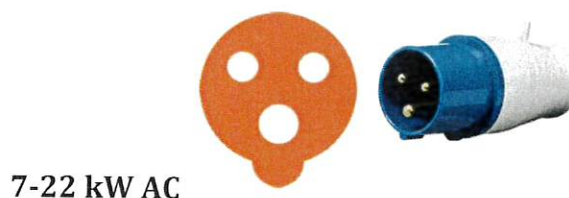
Type 2 -



Type 1 -



Commando -



9. Several companies offer Level Two public charging stations (non-exhaustive list).
- **Charge your Car:** The largest pay-as-you-go network in the UK, with more than 2,000 devices available nationwide. These are either free to use or charged on a pay-as-you-go basis. ChargerNet is a regional network of EV charge points covering Dorset – primarily Bournemouth and Poole – and is operated by Charge Your Car on behalf of local authorities in the area. Charmouth Road car park has Charger Net charging stations.
  - **Polar:** The UK's largest public charging network, run by BP Chargemaster, with charge points ranging from three-pin units to rapid chargers available.
  - **Pod Point:** With an expansive network, Pod Point aims to offer an EV charge point 'everywhere you park for an hour or more', with wide spread coverage of fast chargers.
  - **Genie Point:** Runs a national network, primarily operating rapid EV charge points, although with some fast charging in some locations.
  - **Ecotricity:** Primarily a rapid charge network, although they do operate some fast charge units.

### Location and Appearance of EV charging parking bays

10. It may be necessary to change the appearance of the parking space to discourage non-EV cars from parking there and wheel stops may be necessary to stop vehicles bumping into the charging station. The best place for a charge point is nearest to the power source. At Woodmead car park the spaces on the external corner opposite the top of the steps down to Hill Road are the closest to the power supply. The unit(s) can be wall mounted, which is the cheapest option.

### Paying for Charging and Parking

11. It is common for EV drivers to pay for using the charge point but paying for parking separately may be advisable as some EV users have been known to fake charge for cheap parking. Depending on the contract with the charge point operator, the council may be able to set a tariff rate and connection fee to generate revenue from charging, offsetting the parking revenue that has been lost. If demand is high it may be possible to increase revenue through the introduction of charge points. If EV drivers are only paying to charge, and not for parking, it may be necessary to alter the Parking Order to detail the maximum length of stay of an EV in a charging parking space. This will allow the enforcement officers to issue penalty charge notices for overstaying.

## **AGENDA ITEM 8**

12. Presently, any electric vehicle charging station installation would be unbudgeted expenditure. As a guide, a wall-mounted charger will cost in the region of £1,800.
13. Any recommendations from this committee will be considered by the Full Council on 20 November 2019.

Matt Adamson-Drage  
Operations manager  
October 2019

**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Marine Parade Barrier Baskets

**Purpose of Report**

To allow members to consider adding barrier baskets to the Marine Parade railings in the season

**Recommendation**

Members agree to add barrier baskets to Marine Parade railings in the season

**Report**

1. The operations supervisor and gardening team have suggested adding railing planters along Marine Parade as a new feature to add floral colour at a lower, more visible level.
2. We have costed 25 barrier baskets, which would equate to one every 10th rail. The intention would be to not place them directly in front of the memorial benches, but in-between them. A quote has been obtained for barrier baskets at a cost of £99.81+VAT per basket, a total cost of £2,495.25 +VAT (+ delivery).
3. For information, some of the planters on poles are beginning to fail and these will be replaced as ongoing maintenance.
4. Any recommendations from this committee will be considered by the Full Council on 20 November 2019.

Matt Adamson-Drage  
Operations manager  
October 2019

**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Pound Road – Safety for Pedestrians

**Purpose of Report**

To allow members to consider the safety of pedestrians on Pound Road

**Recommendation**

Members agree to instruct officers to contact Dorset Highways reference the safety of pedestrians in Pound Road.

**Background**

1. In March 2017 a one-way system for Lyme Regis was discussed at Full Council. It was resolved:  
  
‘to endorse continued efforts to engage with Dorset County Council and Devon County Council and, if necessary, Highways England about a strategic one-way system for Lyme Regis as a measure to help alleviate traffic congestion on the main routes to and through the town, and to endorse a meeting between Cllr Ian Thomas, Cllr Daryl Turner, the chairmen of Lyme Regis and Uplyme councils and several members of each council to discuss this matter.’
2. These meetings took place, with discussion eventually focusing around park and ride.
3. Four residents have written to the council with concerns about Pound Road, **appendices 10A to 10D**. There is a perception that this road has got busier, making the situation increasingly dangerous for pedestrians.

**Report**

4. Pound Road is a well-used road between the B3165 (at the Mariners) and A3052 (opposite Holmbush car park). Pound Road varies in width along its length from standard double carriageway at both ends to single carriageway in some sections. In addition, the road meanders creating some blind corners, and for some of its length, is bordered by high stone walls. Like many of the roads in Lyme Regis, it existed long before the invention of the internal combustion engine and was not designed with large volumes of traffic in mind. Clappentail Lane, single carriageway, is the only other route in town to cut across between the B3165 and A3052. This is an equally narrow meandering route.
5. Pedestrians have to walk in the road as there is no pavement and traffic has to actively avoid them. The junction with Hill Rise Road is blind in one direction. In addition, at night, there has been a suggestion that the street lighting is not



adequate, compounding the problem for pedestrians. Street lighting exists in staggered format running the full length of Pound Road.

5. Residents suggestions are (in no particular order):
  - a. Make Pound Road one-way (north/south or south/north traffic flow).
  - b. Add road markings depicting a walkway for pedestrian priority and a marked pedestrian refuge area.
  - c. Investigate better street lighting.
  - d. Make Hill Rise Road one-way, from Pound Road to West Hill Road.
  - e. Traffic calming such as sleeping policemen/priority gateways/speed indicator device location/reduced speed limit.
6. Any request would need to be made to Dorset Highways and supported by this council.
7. Any recommendations from this committee will be considered by the Full Council on 20 November 2019.

Matt Adamson-Drage  
Operations manager  
October 2019

**Adrianne Mullins**

---

**Subject:**

FW: Pound Road Traffic

**From:** carmel gardner **Sent:** 02 October 2019 15:10

**To:** Matt Adamson-Drage <operationsmanager@lymeregistowncouncil.gov.uk>

**Subject:** Pound Road Traffic

Dear Sir/Madam

Councillor Bawden has suggested that I write to you regarding safety concerns with traffic as a resident of Pound Road in Lyme.

My family have lived in Afuze on Pound Road for 10 years with our young daughter and I'm concerned that the road is not safe for pedestrians as we have to run the gauntlet of speeding cars and other vehicles with no pavement on either side.

As the road is too narrow for a pavement, it would be good to have some sort of speed restriction or passing point similar to the single lane restriction on Charmouth Road. Whenever Holmbush Car Park is full in the summer, there is a constant stream of traffic along Pound Road with visitors to the town trying to find a parking space and getting increasingly frustrated with oncoming traffic in the other direction. Cars frequently pull up onto our drive to get out of the way of oncoming buses and larger vehicles because they can't reverse due to traffic behind them.

At night it seems to be becoming popular as a race track and as our teenage daughter returns from choir practice in the dark now Autumn has come, it's very worrying.

I feel it's only a matter of time before someone is seriously injured or killed on Pound Road if some measures aren't taken to ease congestion in the summer and slow traffic down all year round.

I'm hoping that this can be raised with the relevant bodies.

Thanking you in advance

Carmel Gardner

**From:** Philip Blackshaw

**Sent:** Tuesday, 1 October 2019 12:06

My wife and I have lived in Rowley Lodge on the corner of Pound Road and Hill Rise Road for seven years. Councillor Bawdon has suggested that I should write to you to express my concerns about the serious dangers created by traffic using Pound Road. As pedestrians and dog walkers we never feel safe. I did bring this matter to the Council's attention in writing, some time ago, but received no response.

The road is very narrow in places and at all times of year vehicles are driven far too quickly. This situation is exacerbated in the summer months when frustrated drivers can't find a space in Holmbush car park and vent their anger by driving back at speed along Pound Road. There are frequent angry altercations between drivers and between drivers and pedestrians. I myself have been verbally abused just for walking along the road. Further problems occur when two vehicles, sometimes two cars, sometimes a bus and a car, meet head on and neither will give way. A neighbour had his wall damaged by a local bus which went too close to his wall, then failed to stop. In the evening the road sometimes becomes a racetrack for young drivers in very noisy cars. A neighbour's cat was killed by a speeding motorist.

I have thought of several possible inexpensive solutions in the light of the fact that current signage is totally inadequate: there could be white lines painted three feet from the sides showing where pedestrians should walk, there could be speed bumps, a flashing speed activated 'Slow Down' sign could be installed and a 20mph speed limit could be imposed.

I understand that a child was injured on Pound Road a few years ago. The problem has become far worse during our time here. If the Council take no action it can only be a matter of time before someone is badly injured or killed

*Philip Blackshaw*

**Adrianne Mullins**

---

**From:**  
**Sent:** 07 October 2019 12:11  
**To:** Matt Adamson-Drage; cllrdarylturner@dorsetcouncil.gov.uk;  
brianlarcombe@hotmail.com; gratur49@yahoo.co.uk; johnbroom8@aol.com; John  
Wright; markgreendeputytc@lymeregistowncouncil.gov.uk  
**Subject:** Pound Road

My wife and I reside in Bolsena on Hill Rise Road Lyme Regis and would like to add our voices to those who have recently communicated with you lodging complaints and concerns about the traffic situation that exists on Pound Road.

The road obviously originates from a bygone era when cars, buses and lorries hadn't been invented, when passing places and no footpaths were adequate for the traffic of the day. The mixture of traffic and pedestrians who now share the road is a recipe for potential disaster.

Pound Road is totally unfit for modern use and as such would benefit from an appraisal by the highways department to create a safer environment for both traffic and pedestrians by lessening the amount of traffic who to and fro across it.

My suggestion would be to make Pound Road a one way road from Pound Street/Sidmouth Road to Silver Street with a North South or South North traffic flow with a circuit to the junction with Broad Street that could be operated with appropriate signage.

Hill Rise Road which exits onto Pound Road and West Hill Road could also be made one way so as not to permit an exit onto Pound Road which is currently a very dangerous driving manoeuvre as the vision towards Pound Street/Sidmouth Road is blind. I make a habit of departing Hill Rise Road via West Hill Road for this very reason.

I think that given the dangers that have been listed by myself and the other correspondents that it would be diligent and proactive to address this situation sooner rather than later, on the basis that prevention is better than cure. In other words please don't let a tragedy occur before a remedy or improvement is instigated.

Regards  
Mr and Mrs D.C. Lewis

6 October 2019

To Whom it may concern

## RE ; Pound Road Traffic Dangers

Following a recent incident I feel duty bound to write this letter and feel it must be given the upmost attention. My wife and I have lived in Hill Rise Road for 4 years and following similar incidents as reported by my neighbours write to you to express my concerns about the serious dangers created by traffic using Pound Road.

I walk along Pound Road almost every day. On my way to our shop in Coombe Street or walking my dog towards Holmbush. I appreciate that this is an historic town and changing road layouts is difficult but my families and my safety is being compromised by the increase of traffic down this narrow lane.

On a number of occasions over the last 6 months this has been extremely dangerous and it will only be a matter of time before a serious incident occurs. Our problems are not only at night where drivers just don't see you due to inadequate lighting but also during the day when buses and trucks meet fast going cars.

To me there is a simple option to reduce the risk by 50% ; make Pound Road one way. This would not inconvenience anyone unduly and the alternative diversion is only a few hundred yards.

But also the street lighting should be upgraded and pedestrian refuge area should be demarked on the road margin. We could also reduce the speed limit and put traffic calming chicane's to slow drivers.

I understand that a child was injured on Pound Road a few years ago. The problem has become far worse during our time here. If the Council take no action it can only be a matter of time before someone is badly injured or killed

Yours sincerely



**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Section 106 Money for Play Parks

**Purpose of Report**

To allow members to consider how to spend the leftover Section 106 money from the Henry's Way play park project

**Recommendation**

Members agree to spend the money on a project of their choice and instruct officers to investigate and provide quotes to be brought to a future meeting

**Background**

1. Section 106 funds of £28,966.28 were granted by the former West Dorset District Council for the Henry's Way play park project. As this project reduced in scale, some of the requested funds are not required. The cost of the Henry's Way refurbishment is £21,340.57 +VAT; this leaves just over £7,500 to spend on another play project. Dorset Council has approved the re-allocation of the leftover funding for an alternative play area project.

**Report**

2. Officers have been looking at several options to allocate this funding. Members may wish to add suggestions to this list for further investigation.
  - a. Anning Road play area additions
  - b. A Multi-Use Games Area (MUGA) at the existing basketball hoop area at Anning Road playing field
  - c. A play park sited on the putting green in Lister Gardens.

**Anning Road Play Area**

3. After receiving advice from several play equipment contractors, additions to Anning Road play area are unnecessary. The area caters for all ages and has a strong mix of equipment meeting all the play goals that a play company would be attempting to meet in creating a play park.

**MUGA**

4. A MUGA could be created at the location of the existing basketball hoop at Anning Road playing field. The tarmac area is currently 7m x 9m and would need enlarging to 11m x 15m to accommodate a small MUGA. This could be configured with opposing basketball hoops and football goals. A

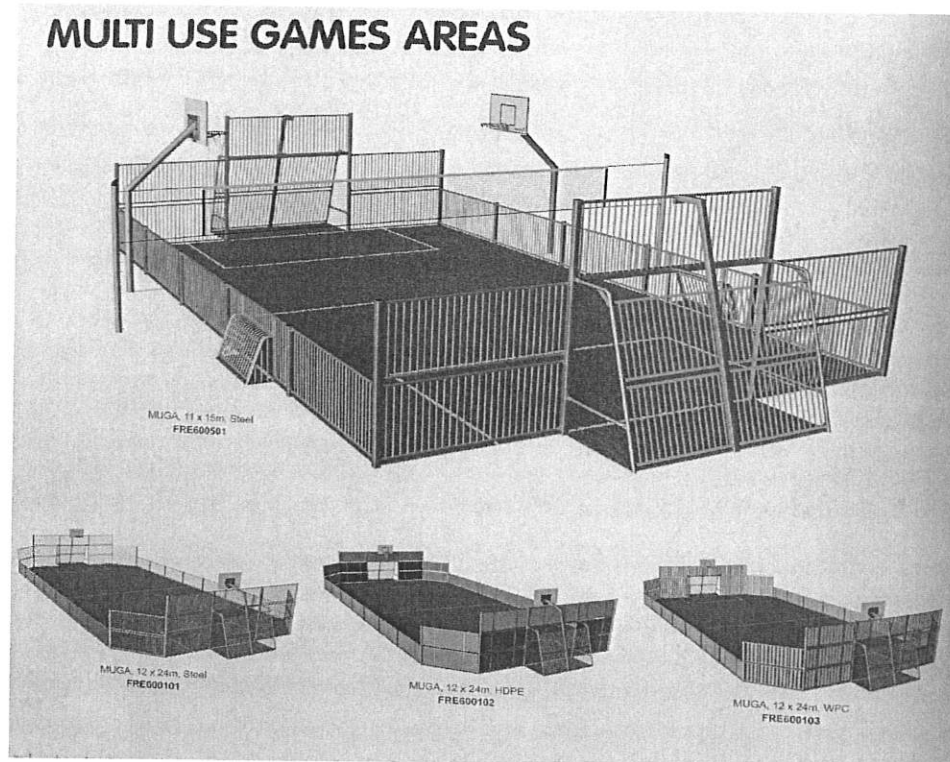
simple MUGA example is at **appendix 11A**. Grant funding of up to 50% of the project at a maximum of £10,000 may be obtainable through the Premier League and FA Facilities Fund Small Grant Scheme.

### Putting Green – Lister Gardens

5. The two-level putting green is an underused area of Lister Gardens. The green has not been at a decent putting green standard for some years and would require a lot of gardening time to improve. A play area would be a well-used welcome addition for tourists and local residents, while adding further play value to the amenities area and town.
6. The natural slope lends itself to a slide and the seaward view is second-to-none. Two concepts for under £10,000 +VAT are at **appendices 11B and 11C**. A simple sand petanque area could also be added by council maintenance staff for minimal cost.
7. The area could then be developed over time with further s106 money to utilise all the available space. To do this, the first tranche of equipment would have to be placed carefully to allow for future equipment.
8. To give some idea of what may be possible in the future, Proludic, the Henry's Way contractor, were asked to provide details of possible future equipment for the area with a nautical theme – **appendix 11D**.
9. Any recommendations from this committee will be considered by the Full Council on 20 November 2019.

Matt Adamson-Drage  
Operations manager  
October 2019

## KOMPAN – MUGA example



The one pictured is KOMPAN's and is effectively a metal cage but there are options in wood or composite for a more aesthetic look. 11m x 15m surface is required.

Prices were sought from both Kompan and Proludic.

**KOMPAN:**

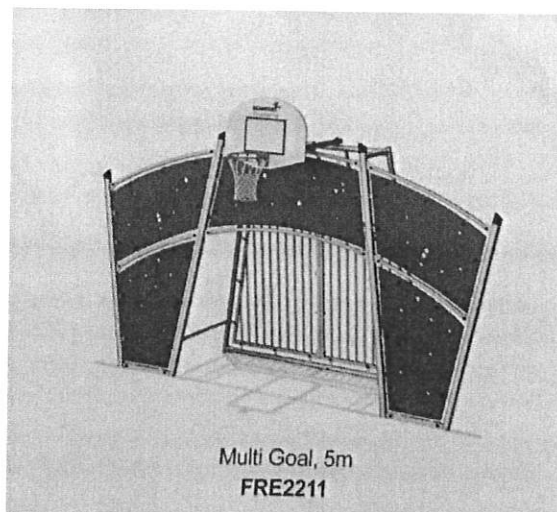
MUGA installed £14,320 +VAT without groundworks/Circa £25,000 +VAT with groundworks.

**PROLUDIC:**

MUGA installed £15,935 +VAT without groundworks.

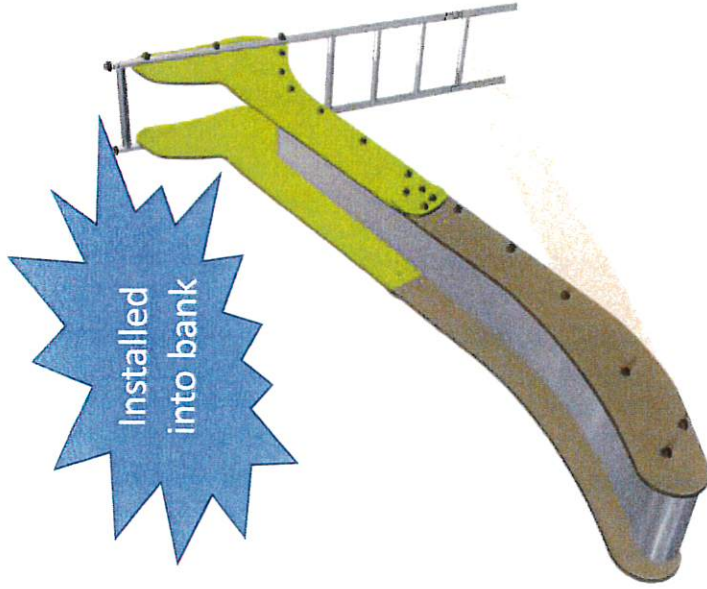
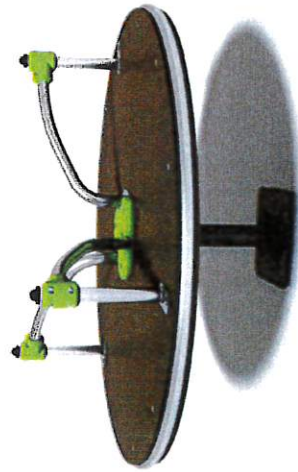
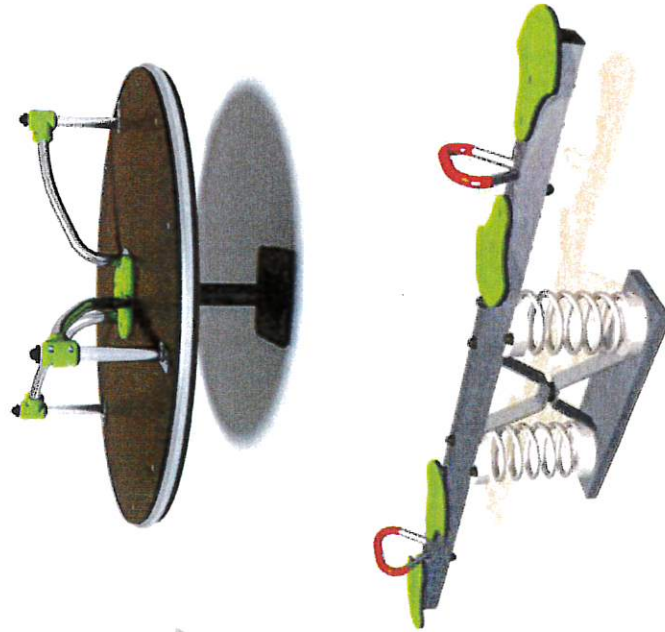
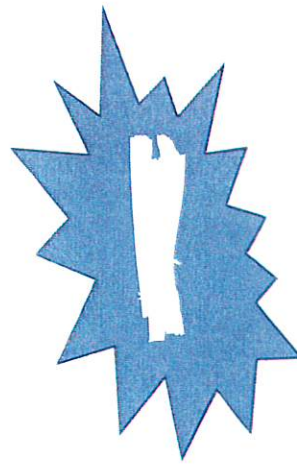
Another cheaper option might include extending the existing tarmac and adding a Multi-Goal (basketball/football) at both ends.

5 metre width Multi-goals are £4,610 each.

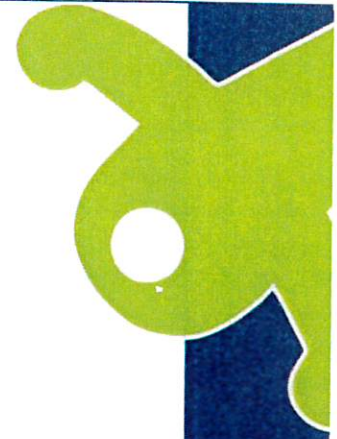


# Lister Gardens

Concept Design



Installed  
into bank



APP  
11B

[www.proludic.co.uk](http://www.proludic.co.uk)

*Proludic*  
play and sports areas





Douglas Fir Swing Frame with Nest and Climbing Spinning Pyramid

PUTTING GREEN, LISTER GARDENS – CONCEPT DESIGN







**Committee:** Town Management and Highways

**Date:** 16 October 2019

**Title:** Sharps

### **Purpose of Report**

To allow members to consider the issue of sharps in the town

### **Recommendation**

Members instruct officers to investigate the possibility of hosting a regular needle exchange scheme at Unit 1A.

### **Background**

A local under 5 year old recently picked up a used needle on a well-used local path in a residential area. His mother had not seen him do it and when questioned he said he had put it in his mouth. Medical tests have followed and continue. This has been and continues to be a very worrying time for the family. The family is looking for solutions to attempt to ensure this has as little chance of happening again as possible.

### **Report**

1. The prevalence of sharps usage in Lyme Regis is unknown. While it may be generally thought that usage is low based on the town's small population and older demographic, in the summer the population and demographic markedly changes. Therefore, the true numbers of local residents, and visitors, using needles is difficult to quantify.
2. There is a petition on 'change.org' for sharps bins to be installed in Lyme's public toilets. At the time of writing it had attracted nearly 300 signatures. Sharps bins for disposal of needles in public toilets may get broken into for access to needles and may not be part of a wider solution unless the sharps deposit area is completely secure.
3. Some local authority public toilets use blue light to make it difficult for needle users to find a vein while in the toilets. Research has shown that drug users will still try to inject drugs in a blue-lit bathroom, even if it means they could accidentally miss their vein, which increases the risk of infection or soft tissue damage. It won't stop other types of injection, such as groin and jugular injections, where it's all done by feel.<sup>1</sup> This strategy doesn't do anything to encourage people to use more safely or to seek help, but it highlights that people who are in the grips of opioid addiction will take unsafe chances when they're desperate.<sup>2</sup>

---

<sup>1</sup> Health and Place Journal 2010 researched blue light toilets canvassing 31 drug users.

<sup>2</sup> Harm Reduction Journal 2013 - risky practices under blue light.



4. A needle exchange scheme may go some way to help. It would not only provide new needles for old, to avoid re-use, but allows for safe disposal of used needles. In addition counselling support, advice and information can be provided.

As a minimum the scheme should:

- Encourage people who inject drugs to use the services on offer.
- Provide as many needles and syringes and other injecting equipment as someone needs.
- Provide sharps bins and advice on how to dispose of equipment safely.
- Provide advice on safer injecting and ways to get help to stop using drugs or switch to non-injecting methods.

Specialist services include:

- Advice and services to help them stop injecting or reduce the frequency of injecting.
  - Treatment of infections and other health problems, vaccinations and housing and benefits advice (or help to access such services).<sup>3</sup>
5. The introduction of a treatment and triage centre called 'Safe Lyme' has been brought to the attention of Cllr Broom and a business case will follow. The council may wish to support the initiative by offering Unit 1A as a location for these schemes to operate from.
6. Any recommendations from this committee will be considered by the Full Council on 20 November 2019.

Matt Adamson-Drage  
Operations manager  
October 2019

---

<sup>3</sup> Paragraph 4 details information from the handout provided to Councillors by a member of public at Full Council on 9 Oct 2019. More information is available from [www.publichealthdorset.org.uk/document-library/needle-exchange-specification](http://www.publichealthdorset.org.uk/document-library/needle-exchange-specification)

Complaints and Incidents Summary – 05 Sept 2019 – 11 Oct 2019

Complaints and incidents dealt with by LRTC

No.	Date	Incident?	Where?	When did it occur/when noticed?	Item reported to	LRTC action
1669	09/09/2019	Broken bottle picked up on the shingle beach.	Cobb Gate beach	09/09/2019	Matt	DWP asked to be more vigilant in conducting litter picks on the beach and our staff will do the same
1670	13/09/2019	Toilets in a disgusting state	Toilets near Front Beach and amusement arcade	06/09/2019-09/09/2019	Matt	Asked for more information as the toilets were being cleaned very regularly during the Food Rocks Festival.
1671	08/10/2019	Steps are messy and slippery and someone could have an accident. The wood chip isn't very good.	Steps from Broad Street car park to the Mill	08/10/2019	Matt	External works team investigated and added gravel to top landing area and cleared away leaves.

Complaints and incidents dealt with by Dorset Council

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