



John Wright
Town Clerk

Lyme Regis Town Council

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

Tel: 01297 445175
Fax: 01297 443773

email: enquiries@lymeregistowncouncil.gov.uk

Town Management and and Highways Committee

Core Membership: Cllr B. Larcombe (chairman), Cllr C. Aldridge (vice-chairman), Cllr B. Bawden, Cllr S. Cockerell, Cllr M. Ellis, Cllr P. Evans, Cllr P. May, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr G. Stammers, Cllr G. Turner

Notice is given of a meeting of the Town Management and Highways Committee to be held at the Guildhall, Bridge Street, Lyme Regis on **Wednesday 14 February 2024** commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
08.02.24

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

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

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

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

AGENDA

1. **Public Forum**

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

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

2. **Apologies**

To receive and record 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 3 January 2024 (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 3 January 2024

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. Town Management and Highways Committee – Objectives

To allow members to review progress of the committee's 2023-24 objectives

9. To receive the minutes of the Traffic and Travel Working Group meetings held on 20 December 2023, 17 and 31 January 2024

10. Weed Spraying Policy and Procedure Review

To allow members to review the Weed Spraying Policy and Procedure

11. Dorset and Bournemouth Christchurch and Poole Local Transport Plan 4

To allow members to consider how to best respond to Dorset and Bournemouth Christchurch and Poole Local Transport Plan 4 before the consultation closing date of 3 March 2024

12. Public Engagement Event on 'Our Future Transport' on 20 February 2024

To seek town council endorsement of the public engagement event on Tuesday 20 February 2024 from 3pm to 6pm in the Guildhall

13. Request for Memorial Plaque

To allow members to consider adding a memorial plaque to the cherry tree avenue in Langmoor Gardens in memory of a former council employee

14. Request for temporary and removeable floodlights at Anning Road Playing Field

To allow members to consider the request for temporary and removeable floodlights at Anning Road Playing Field

15. Cemetery Postbox

To allow members to discuss installing a cemetery postbox

16. 20mph Speed Limit

To allow members to consider the zone, criteria, process, timetable, enforcement, budget, and indicative costs of a 20mph speed limit in Lyme Regis

17. Uplyme Parish Council Request for a 20mph Speed Limit

To allow members to consider a request from Uplyme Parish Council to support a 20mph speed limit

18. Hedgehog Crossing Sign

To allow members to discuss asking Dorset Council Highways if they will install a hedgehog crossing sign at Summerhill Road

19. Complaints, Incidents and Compliments

Summary of complaints and incidents reported between 5 January and 6 February 2024

20. Exempt Business

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 3 JANUARY 2024

Present**Chairman:** Cllr B. Larcombe**Members:** Cllr B. Bawden, Cllr S. Cockerell, Cllr M. Ellis, Cllr P. May, Cllr C. Reynolds, Cllr D. Ruffle, Cllr G. Stammers, Cllr G. Turner**Officers:** M. Green (deputy town clerk), A. Mullins (support services manager), J. Smith (property and projects assistant) P. Williams (acting operations manager)**23/55/TMH Public Forum****N. Ball**

N. Ball said he was still very concerned about the railings outside the amusement arcade and it was said at the previous meeting the deputy town clerk would look at the legislation on this. He felt the railings should be extended and said a relative had fallen off the ramp and banged her head. He accepted it was a good move to put a yellow line along there, but this needed to be remarked two or three times a year if the railings were not extended. N. Ball said he had previously raised the issue of who had given permission for stunt bikes on top of the shelters but he had not had a reply. He said it was clearly stated there were no bikes or skateboards allowed on the roof and it was a viewing platform. He was concerned the town council would be called out on this and there could be an accident. He said the contractor who worked on the roof told him there should be 18mm plywood on the roof if anything was on it.

23/56/TMH Apologies

Cllr C. Aldridge – holiday
Cllr P. Evans – illness
Cllr D. Sarson – illness

Cllr D. Ruffle and Cllr G. Stammers arrived at 7.06pm.

23/57/TMH Minutes

Proposed by Cllr P. May and seconded by Cllr G. Turner, the minutes of the previous meeting held on 8 November 2023 were **ADOPTED**.

23/58/TMH Disclosable Pecuniary Interests

Cllr B. Bawden declared a pecuniary interest in agenda item 15, MUGA at Anning Road Playing Field as she lived close to the proposed site.

23/59/TMH Dispensations

There were none.

Parking Issues and Anti-Social Behaviour In-and-Around Queens Walk

As ward member, Cllr B. Bawden asked for copies of the emails sent to Magna Housing Association and Dorset Council (DC) about these issues.

Update Report**CCTV**

Cllr C. Reynolds said it would be good to know when the planning permission for the skatepark camera was granted as the skatepark committee had contributed almost £11k to the project.

The property and projects assistant said he needed to establish how high the camera had to be, which would determine whether planning consent was required, although it was highly likely to be the case. Once submitted, the application should be determined within 12 weeks.

Antiques and Craft Centre leaks

Cllr M. Ellis said she understood the roof above the centre was as strong as a car park roof and she asked for clarity about what was allowed on it.

The deputy town clerk said the material used on the roof could withstand traffic and was used in multi-storey car parks, but the issue was point loading and damage to the material.

Cllr B. Larcombe said the council had previously agreed what was and wasn't allowed on the roof and any uses must be consistent with that policy.

Drainage at Woodmead car park extension

The deputy town clerk said he was meeting with the owner of Beau Sejour and South West Water on site the following week.

Trailer Park at Monmouth Beach, Accreted Land, Phase V Cobb Works

The deputy town clerk said Natural England had confirmed it would take three to four months to determine the application for consent from DC.

Amenities hut

The deputy town clerk said he had had the first indication of price for a new hut from one contractor, which was substantially in excess of the agreed budget. He said requests had been received from all interested contractors that the tender return date was extended and this had been agreed, with a new deadline of 5 January 2024. If, when the tenders were returned, there was an issue with cost, a report would be taken to the Strategy and Finance Committee meeting on 24 January 2024.

Office and options feasibility study

Cllr B. Larcombe asked if the Strategy and Finance Committee could have a breakdown of the price quoted for the office refurbishment as he didn't know how the figure was arrived at.

The deputy town clerk said the quantity surveyor's report was attached to the agenda when the matter was considered and it included a breakdown of the figure.

Cllr B. Larcombe said the council needed to keep its options open because if the alternatives could not be pursued, members needed to know as much information as possible to make a decision.

The deputy town clerk said there would be a report to the Strategy and Finance Committee about alternative office accommodation but this would not include the existing office because it had been ruled out by the council. He said the report would give a clear indication of the options and the indicative costs and officers would be looking for an instruction to proceed with further work on one of the options.

23/62/TMH Town Management and Highways Committee – Objectives

Cllr B. Larcombe said he felt a RAG (Red, Amber, Green) report would be useful to members to see what was behind or on schedule.

The deputy town clerk said unless members looked back at the previous agenda, it would be difficult to track changes in statuses using a RAG report. He said it would also need to be agreed what represented red, amber or green, whether it related to budget or programme, for example.

It was agreed the deputy town clerk would look into this and report back to members.

23/63/TMH To receive the minutes of the Traffic and Travel Working Group meetings held on 22 November and 13 December 2023

Cllr B. Bawden said the next meeting of the working group would be discussing a longer term vision and the following meeting a DC traffic planning officer would attend to explain some of the things DC was working on.

Cllr C. Reynolds said the town council could do very little about the issues which were in DC's control.

Cllr B. Bawden said the aim of developing a long-term vision was to enable the town council to influence things through the Local Transport Plan. She said the government and DC were asking for a vision-led approach and the town council should help to shape that vision.

Proposed by Cllr P. May and seconded by Cllr S. Cockerell, the minutes of the Traffic and Travel Working Group meetings held on 22 November and 13 December 2023 were **RECEIVED**.

23/64/TMH The Management of Marine Parade and Cart Road Motor Vehicular Access

It was noted this was an existing council policy that required updating and if anything came out of the Traffic and Travel Working Group that changed the arrangements on the seafront, the policy could be reviewed at that point.

Proposed by Cllr P. May and seconded by Cllr B. Bawden, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the amended Marine Parade and Cart Road Motor Vehicular Access policy.

23/65/TMH Cart Road

The deputy town clerk said it was clear the Traffic and Travel Working Group wanted to make Cart Road more pedestrian friendly. However, when the council was last asked to

formally consider the pedestrianisation of Cart Road, it rejected the idea. He said officers wanted the council, as opposed to the working group, to state its position before a lot of work was done to achieve this objective.

Cllr M. Ellis said she was not in favour of pedestrianising Cart Road as it was used by many disabled people.

Cllr C. Reynolds agreed and said there were very few places in the town for disabled people to park.

Cllr P. May said DC was discussing a proposal to give over Cobb Gate car park to disabled parking, which would reduce traffic on Cart Road. He said the working group was looking at ways to make Cart Road more pedestrian friendly, rather than to completely ban vehicles, because they recognised there were needs for access and deliveries.

Cllr G. Stammers said she would like to see Cart Road pedestrianised but it wouldn't work unless Cobb Gate car park was just for disabled parking and there would also be access requirements. She said it would take a lot of investigation and work.

Cllr B. Larcombe said drivers got close to people sitting on the Cart Road and there had been incidents of cars going over the edge of the road. He said parking wasn't allowed on the Cart Road in the past, this was a fairly recent introduction.

Cllr B. Bawden said the aim was to make Cart Road safer for people to walk on by not allowing vehicles to park there, but maintaining access for deliveries, etc. She said DC transport planners agreed designating Cobb Gate car park for disabled parking and a taxi rank was a good idea.

Cllr C. Reynolds said the council had a responsibility to consider equality and diversity in its decisions.

Cllr B. Larcombe said the council also had a responsibility to protect public safety.

Cllr M. Ellis said she didn't think preventing parking would solve the problem as cars would still drive on the road.

Cllr B. Larcombe said signs could be placed at the entrance to make it clear there was no parking on the road. He said during Covid when parking was prohibited, this was extremely popular with the public.

Cllr B. Bawden said not having parked cars would provide extra width, which would make the road safer. She said she had also asked DC for disabled parking in Broad Street car park.

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

Proposed by Cllr P. May and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** to agree the town council would like Cart Road to be made safer and more pedestrian friendly, including further restrictions to vehicle access and for Cobb Gate car park to be given over to disabled parking and limited taxi ranks, only.

Voted for – Cllr B. Larcombe, Cllr P. May, Cllr G. Stammers, Cllr D. Ruffle, Cllr S. Cockerell, Cllr B. Bawden

Voted against – Cllr C. Reynolds, Cllr M. Ellis

Abstentions – Cllr G. Turner

23/66/TMH Improving Routes for Walking, Cycling and Wheeling

Cllr B. Bawden said there was various government legislation on de-carbonising transport and active travel and everyone was expected to make provision to better enable walking and cycling where possible, especially on shorter journeys so it was important for the council to be involved. She said there was talk of a cycle route between Lyme Regis and Bridport so the council could show its support for this. She added that DC had a traffic team looking at ways to improve pedestrian safety and access so there were suggestions the town council could make relating to this.

Cllr C. Reynolds said it wasn't possible to make pavements wider or create cycle routes in Lyme Regis.

Cllr B. Larcombe said there was no reason the council couldn't give its support to broader ideas and concepts in principle and it would then be for the highway authority to make them fit in appropriate areas.

Cllr B. Bawden said there were lots of barriers to walking and cycling in Lyme Regis so this could form part of the council's response to provide the evidence for DC to look into it.

Cllr M. Ellis was concerned improvements would be done piecemeal but what was really needed was a scheme for the whole of the town, as smaller solutions had a knock-on effect on other things. She felt each member should respond to the consultation as individuals, rather than three members responding with views that might not be those of the whole council.

Proposed by Cllr P. May and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate the completion of the Active Travel Infrastructure Plan survey to the town clerk in consultation with three members from the Town Management and Highways Committee.

Proposed by Cllr B. Larcombe and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** that Cllrs B. Bawden, P. May and B. Larcombe are delegated to work with the town clerk to complete the Active Travel Infrastructure Plan survey on behalf of the council.

23/67/TMH Monkey Bars

Cllr D. Ruffle said although monkey bars were deemed to be a high risk piece of equipment, there would presumably be safety matting on the ground. He said he had never seen the spider's web being used and he thought monkey bars would be well used.

Several members agreed it would be well used by children and it was noted this was requested by local schoolchildren when the council consulted on its objectives.

Cllr B. Bawden asked if there was scope to retain the spider's web and also have the monkey bars as it seemed a shame to lose a piece of equipment to accommodate a something that only children of a certain age would be able to use.

The acting operations manager said any piece of equipment needed to be 6ft clear of another so there would need to be a further budget allocated to do this. He said the spider's web could be kept in storage and could be reinstated in future if members wished.

Proposed by Cllr C. Reynolds and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** to proceed with the installation of monkey bars at Anning Road play park and to keep to spider's web in storage in case it can be reinstated in future.

23/68/TMH Outdoor Gym Equipment

Cllr C. Reynolds said there wasn't enough for young people to do in the town and as the council had already agreed to this project, it was just a matter of deciding where it should go. She knew of other places with this equipment and it was well used.

Cllr B. Larcombe said he knew of other places which had gym equipment but it was no longer used. He said the town had a remarkable amount of things for young people to do and he wasn't sure if this would represent good value for money.

Cllr M. Ellis said the equipment could be used by people of all ages and the focus was very much on keeping active.

Cllr B. Bawden said Woodroffe School had gym equipment in the playing field but it was now closed off to the public, although she was going to ask if people could continue to use this equipment as well.

Cllr G. Stammers said the council needed to consider whether the equipment should be in one location or on a trail.

Cllr B. Larcombe said this was a secondary objective for 2023-24 and it concerned him there was growing expenditure for other projects.

Cllr P. May said this report was not to allow members to decide whether to have the gym equipment, it was to decide its location. He said members needed to find a process for deciding where it would be located and he suggested three members should investigate this and report back.

The acting operations manager said there were only two possible locations: the lower side of the basketball court in Anning Road playing field or the putting green in Lister Gardens.

Cllr D. Ruffle said the perfect place for the equipment would be the gardens as it would be accessible to both residents and visitors and would be well used in this location.

Proposed by Cllr D. Ruffle and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** to proceed with the installation of outdoor gym equipment on the putting green in Lister Gardens.

Cllr B. Bawden left the meeting at 8.12pm in line with her pecuniary interests.

23/69/TMH MUGA at Anning Road Playing Field

The deputy town clerk said the consultation showed there was overall support for the multi-use games area (MUGA) and the sports that were most widely supported were football, netball and basketball, although there were suggestions for other sports including hockey and tennis. However, there were also comments from people who didn't want the MUGA. He said if the council was going to achieve this objective, it needed to get on with it as it was already at the point where it was not going to be delivered in this financial year.

The deputy town clerk said the MUGA was likely to require planning permission because of the location, proximity to the highway and the height of the fencing. If the

council agreed to proceed, he suggested inviting prices from experienced providers on a turnkey basis as the council wanted to avoid getting involved in the individual aspects of the project. However, he said it probably made sense for the BMX humps to be removed by a local contractor.

Cllr B. Larcombe asked if any concerns had been raised by neighbouring residents.

The deputy town clerk said there were some people who didn't want the MUGA and also concerns about noise and parking.

Cllr B. Larcombe asked what the booking arrangements would be for the facility.

The deputy town clerk said the council should avoid complicated booking arrangements and this was probably the reason not to accommodate tennis. He said it either needed to be a facility that was free for all to use or it potentially needed to be picked up as part of the wider discussion on the Candles on the Cobb Pavilion and how it was managed more generally.

Cllr C. Reynolds said she had spoken to residents who had said they didn't want the MUGA because they thought it was going to be building so they had said no for the wrong reasons. She said most of the people who complained lived near the playing field but if this was the case, they must expect to hear children playing. She said football was played at the field every week so parking was already an issue.

Cllr B. Larcombe asked if there were any age restrictions on the facility.

The deputy town clerk said there were covenants affecting part of the pitch, which did not affect the area proposed for the MUGA. He said when the former borough council changed the use of the land proposed for the MUGA from housing to recreation, it said it wanted it to be used for children up to the age of 15. However, this was a self-imposed restriction, not an external covenant.

Proposed by Cllr P. May and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** to proceed with the project to build a multi-use games area at Anning Road playing field and instruct officers to obtain formal quotes from contractors on a turnkey basis.

Cllr B. Bawden returned to the meeting at 8.25pm.

23/70/TMH Candles on the Cobb Pavilion

The deputy town clerk said one of the concerns officers had was around the running costs of the building and there was very little effort from the principal users of the building to control these costs. He said it was suggested there needed to be a more comprehensive management agreement between the council and the users of the building.

Cllr C. Reynolds said when the building was constructed, it was done by voluntary labour and there was no damp course put in, which was why there were so many problems with it. She said the agreement signed by the council meant it had to repair and maintain the building but the council needed to be in control of what happened to it.

Cllr G. Stammers said the use of the building should be extended to other groups so it could be regularly used as a community space.

It was proposed by Cllr P. May and seconded by Cllr C. Reynolds that:

- the Guidelines for Future Support relating to the Candles on the Cobb Pavilion is replaced with a more detailed management agreement that oversees the use of

the pavilion and any agreement should be supported by an oversight mechanism, such as an annual report to a council committee, and a management mechanism to ensure routine inspections and repairs are undertaken

- the use of the Candles on the Cobb Pavilion is broadened by actively promoting its use in the community.
- the use of electricity at the Candles on the Cobb Pavilion is capped and any additional cost above that cap is met by pavilion users.

Cllr B. Larcombe said there needed to be a representative group that was responsible for the pavilion and he suggested a voluntary group could take on the administration of the building. He said the council didn't have a firm grip of who was using the building and what they were doing in it.

The deputy town clerk said only youth football were using the pavilion.

Proposed by Cllr P. May and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** that:

- the Guidelines for Future Support relating to the Candles on the Cobb Pavilion is replaced with a more detailed management agreement that oversees the use of the pavilion and any agreement should be supported by an oversight mechanism, such as an annual report to a council committee, and a management mechanism to ensure routine inspections and repairs are undertaken.
- the use of the Candles on the Cobb Pavilion is broadened by actively promoting its use in the community.
- the use of electricity at the Candles on the Cobb Pavilion is capped and any additional cost above that cap is met by pavilion users.
- the council should seek engagement with a voluntary group to assist with the management of the building.

23/71/TMH Gazebo in the Gardens

The acting operations manager said if the gazebo was removed, the existing seating could be left in situ. He pointed out there was so budget to replace the gazebo or the seating.

Proposed by Cllr G. Stammers and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to confirm the in-principle decision to remove the gazebo in the Langmoor Gardens and to leave the existing seating in situ for the time being with a suggestion to improve it in future if the budget allows.

23/72/TMH Bell Cliff Advertising Boards

Cllr C. Reynolds said the advertising spaces should be reserved for businesses in the DT7 area, which would mean the removal of two taxi boards.

Cllr G. Stammers asked when the taxi boards would be taken down as presumably they had paid for a full year.

The support services manager said the year would end on 31 March 2024 so they could be taken down at that point.

Cllr B. Larcombe said he didn't think it was fair for businesses to have an advertising space indefinitely and there should be an annual allocation like the council did for grants or beach huts.

Cllr M. Ellis said businesses invested in the boards when they had them made.

Cllr C. Reynolds suggested the boards could be rotated every three or five years, rather than every year.

It was proposed by Cllr P. May that companies with advertising boards on Bell Cliff must have a DT7 postcode, including taxi companies, companies may only have one board, and three spaces are allocated for taxi companies.

Cllr G. Stammers said as there would only be two taxi companies with boards, this would mean the third space would be empty if there wasn't another taxi company in the DT7 area.

It was proposed by Cllr B. Larcombe that companies with advertising boards on Bell Cliff must have a DT7 postcode, including taxi companies, and companies may only have one board.

Cllr B. Bawden said there was another Lyme Regis-based taxi firm and suggested asking them if they wanted the space.

The acting operations manager suggested giving the third space to another business and if a taxi company then requested a space, it would be given priority.

Proposed by Cllr P. May and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** that companies with advertising boards on Bell Cliff must have a DT7 postcode, that two spaces on the Bell Cliff railings are allocated to taxi companies and the third space is reserved for taxi companies but may be taken by another business for at least 12 months, and if a taxi company wishes to take the place, they will take priority and the other business will return to the top of the waiting list.

23/72/TMH Energy Performance Certificates and Let Commercial Buildings

The property and projects assistant said most of the council's let commercial buildings were achieving very good energy efficiency. He said if the council made improvements to enhance energy efficiency and therefore reduce energy bills, perhaps the tenants should be contributing to those improvements. He said the best time to have these conversations was at the time of lease renewal and four renewals were taking place this year.

Cllr B. Bawden asked if the council's commercially let buildings were classed as public buildings or commercial buildings as there was funding available to improve energy efficiency of public buildings.

The deputy town clerk said he didn't believe the commercially let buildings were classed as public buildings.

Proposed by Cllr P. May and seconded by Cllr R. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to instruct officers to keep a watching brief on government legislation concerning energy performance and environmental targets insofar as it applies to the council's commercial buildings and to report back to the Town Management and Highways Committee should any changes be proposed that might impinge on the council's long-term commercial income.

Cllr M. Ellis left the meeting at 8.59pm.

23/73/TMH Beach and Badger, Lister Room, Request for Canopy over Patio Area

Cllr B. Larcombe asked if the proposed canopy would require planning permission.

The deputy town clerk said it was likely to require planning permission and the tenant had been informed of this. He clarified that the screen shown at the side of the canopy in the image could be pulled down to different levels on all sides.

Cllr B. Bawden said the council made the decision to allow commercial activity in the Lister Room at a time when it was worried about its finances and since then, the council had stated the use of that area should be for community use. Therefore, she wasn't comfortable about extending the commercial use in a physical way.

Cllr P. May said umbrellas would be adequate and it was up to the tenant to find a solution which didn't involve a permanent structure in the gardens.

Cllr B. Larcombe said he was concerned about the design as it didn't have any guttering or run-off. If agreed, he asked if this would be reflected in the rent the council charged the tenant.

The deputy town clerk said it wouldn't affect the rent as it would be deemed a 'tenant's improvement'.

Cllr C. Reynolds said members should remember they agreed to rent the space commercially to the tenant. She said if the tenant wanted to protect the outside space, perhaps the council could request something that didn't require planning permission.

Proposed by Cllr P. May and seconded by Cllr B. Bawden, members agreed to **RECOMMEND TO FULL COUNCIL** to refuse the request from the commercial tenant of the Lister Room to install a canopy over the outside patio area.

23/74/TMH Complaints, Incidents and Compliments

Cllr B. Bawden said there had been many complaints around the town about dogs, not just on the beach but in all areas and about people not picking up after them.

The acting operations manager said he had sent a log of complaints to DC and would continue to do so regularly.

Cllr B. Bawden said she had asked DC to send dog wardens to Lyme Regis because at the moment they didn't come as a matter of policy.

It was agreed any members of the public who complained to members should be told to complain directly to DC.

23/75/TMH Commercial Properties – Lease Renewals and Rent Reviews

Proposed by Cllr B. Larcombe and seconded by Cllr P. May, 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 matters relating to 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) **Commercial Properties – Lease Renewals and Rent Reviews**

The property and projects assistant said negotiations had gotten to a point where a rent had been agreed with the Kiosk, subject to member approval.

The deputy town clerk said it was very unusual to see a rent increase and members couldn't expect to see this on a routine basis because this wasn't happening in most places.

Cllr B. Bawden said she was concerned about the amount of litter in the area around the Kiosk and felt the council should make tenants more responsible for litter. She said lease renewal time could be the time to address this.

The deputy town clerk said there would be provisions in the lease not to cause litter and nuisance of any kind so in some respects it was a management issue but also a capacity issue with the bins.

Proposed by Cllr B. Larcombe and seconded by Cllr P. May, members agreed to **RECOMMEND TO FULL COUNCIL** to note ongoing negotiations in respect of lease renewals at the Amusement Arcade, National Trust Shop, and Lyme Rocks, and a rent review at Boylo's and approve agreed terms for a rent review at the Kiosk.

The meeting closed at 8.51pm.

Committee: Town Management and Highways

Date: 14 February 2024

Title: Matters arising from the minutes of the Town Management and Highways Committee meeting held on 3 January 2024

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 if further information is required.

Report

23/55/TMH – Public Forum

To clarify, a response about the stunt bike display on the flat roof was sent to N. Ball on 9 November 2023 and he replied to that email. Following the previous meeting, this was forwarded again to N. Ball on 26 January 2024.

23/60/TMH – Matters arising from the minutes of the Town Management and Highways Committee meeting held on 8 November 2023

Parking Issues and Anti-Social Behaviour In-and-Around Queens Walk

Copies of the emails sent to Magna Housing Association and Dorset Council about these issues were provided to Cllr B. Bawden as ward member on 3 January 2024.

23/61/TMH – Update Report

CCTV Project

Four cameras have been installed and are active. A fifth camera will not be activated until current rendering works at the Baptist church have been completed. A planning application for the skatepark camera and mast is being prepared for submission later this month.

Confirmation has been received of the award of a grant of £16,200 from the Office of the Police and Crime Commissioner (OPCC).

Drainage at Woodmead car park extension

Discussions are ongoing between the owner of Beau Sejour and the council's engineer about draining the surface water from the development planned for that site into the council's car park drains.

A further petrol interceptor has been discovered close to the entrance to the car park and this has also now been emptied and put on a plan of routine inspection and maintenance.

It is hoped to be able to bring a designed and costed drainage scheme to the next meeting of this committee for approval.

23/64/TMH – The Management of Marine Parade and Cart Road Motor Vehicular Access

The amended policy has been published on the website.

23/66/TMH – Improving Routes for Walking, Cycling and Wheeling

The council's response to the Active Travel Infrastructure Plan survey was submitted on 18 January 2024.

23/69/TMH – MUGA at Anning Road Playing Field

Further due diligence checks on the possible existence of any historic covenants affecting the now preferred site for the MUGA have not identified any issues of concern.

Discussions with potential contractors have commenced.

It would appear that planning permission is likely to be required for any works because of the proximity to the highway and the required height of any fencing to minimise the risk of balls, etc being thrown or kicked into the road.

23/72/TMH – Bell Cliff Advertising Boards

The recommendation from this committee was amended at the Full Council meeting and it was resolved 'that companies with advertising boards on Bell Cliff must have a DT7 postcode, and that three spaces on the Bell Cliff railings are allocated to taxi companies but if the third space is not taken by a taxi company, it can be offered to another business.

The space will be offered to the third taxi company in Lyme Regis which doesn't currently have an advertising board.

23/73/TMH – Beach and Badger, Lister Room, Request for Canopy over Patio Area

An email was sent to the owner of Beach and Badger on 8 February 2024 to inform her the council had turned down her request for a canopy over the outdoor patio area.

Mark Green
Deputy town clerk
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Update Report

Purpose of the Report

To inform members about progress on significant works and issues

Report

Car Park Order

The draft Order to rationalise parking arrangements at Monmouth Beach and Woodmead car parks and to introduce the new charges agreed for 2024/25 is with Dorset Council and the police for comment. Their agreement is required before the new Order can be introduced.

As soon as their approval has been received, the Order will be published for any necessary wider consultation.

Discussions have also commenced about a 'pay to park' Order for the park and ride site. The relevant legislation does not appear to allow a town or parish council to make an Order on land which it does not own, although a principal (highway) authority is able to do so.

Property Meetings with Dorset Council Officers

Meetings and discussions have now taken place with the property officers at Dorset Council primarily involved in the management and maintenance of Dorset Council assets in the town.

Discussions have included:

- Ownerships and responsibilities along the seafront area.
- Areas of uncertain control and management, primarily those areas where the town council owns the land but that same land is also considered to be adopted highway by Dorset Council.
- The management of events on Dorset Council-owned land, especially Church Cliff Walkway and Cart Road.
- Areas of disputed ownership.
- Possible scope to rationalise ownerships in a way which reflects visible boundaries 'on the ground'.
- The provisions of the Tripartite Agreement, which the Dorset Council team wasn't even aware of until the discussions took place.

Although the meetings have left many issues unresolved with further work required, they have proved extremely useful in starting to build a productive working relationship, which hadn't existed beforehand.

Trailer Park at Monmouth Beach, Accreted Land, Phase V Cobb Works

The decision of Natural England about the harbour use by Dorset Council of this council's accreted land is still awaited and expected sometime in March.

The precise basis on which this council will charge for the use of its land going forwards has been further clarified in writing with Dorset Council as part of that council's discussions about fees and charges with local clubs and harbour users. In particular, it has been reiterated that the council's agreed phasing of any rent increases is intended to benefit those local clubs and users. Discussions have also raised the issue of future rent reviews and the current suggestion is that it be linked to RPI, possibly annually, to ensure that any future changes are relatively minimal and incremental.

When the outcome of the application to Natural England has been decided and the final extent of harbour use determined, the rent will need to be recalculated precisely and any revised figure will be reported to members.

Any further updates will be reported verbally at the meeting.

Antiques and Craft Centre leaks

There remain no reports of further leaks.

Jubilee Pavilion Roof Works

As previously reported, further vulnerabilities with the historically installed roof system and membrane were identified as a result of a site meeting earlier in the summer. O'Briens of Bridport were appointed to carry out the additional repairs to the Bauder roof membrane and to properly tie it to the adjacent upstand.

This work has been repeatedly delayed, either by poor weather, materials issues or other problems. Despite further work being undertaken since the last meeting, the work remains only partially complete and there are continuing leaks into the building as a result. The contractor is very clearly aware of the council's frustrations at the delays and any further update will be reported verbally at the meeting. Unfortunately, a period of suitably dry and relatively warm weather is not forecast in the immediate future.

Notwithstanding the delays, there is still anticipated to be an underspend of about £15k on this work compared with the originally approved budget of £50k.

Amenities Hut Building and Plans

This matter was reported to the meeting of Strategy and Finance Committee on 24 January 2024 and a further report will be taken back to that committee on 6 March 2024 as instructed. In the meantime, officers are looking at alternative solutions and working with the architect and the lowest priced contractor to establish what scope there may be to reduce the tender price without having to fundamentally change or 'restart' the project.

Replacement chalets – rotting wood

Discussions with tenants, contractor/supplier and solicitors are ongoing. As previously reported, this matter is unlikely to be resolved quickly.

Office and options feasibility study

This matter was reported to Full Council on 7 February 2024 and officers are already progressing the decisions, i.e., to finalise detailed proposals to:

- a) Relocate the council's office facilities to alternative ground-floor accommodation at the St Michael's Business Centre, Lyme Regis, with a target date for relocation of autumn 2024.
- b) Dispose of the council's existing office building and site, excluding car parking, on the most financially advantageous basis and with a target date for any sale of no later than spring 2025.

Monmouth Beach Garages

Following the death of a tenant, steps are being taken to clear the remaining contents of the garage so it can be re-let. It is anticipated that the garage will have been fully cleared by the date of this meeting and a verbal update will be provided.

Training to Enable local On-Street Parking Enforcement

Members have previously been advised about the delays to the delivery of this training by Dorset Council.

Any further information received will be updated verbally at the meeting.

Perimeter wall – Churchyard

As previously reported, work has still not commenced on this work because of the very poor weather conditions, the condition and construction of the wall and its generally poor stability.

It is highly likely that the works will not now be undertaken until better weather in spring 2024.

Park and Ride 2024

The chosen operator, First, is finalising its application to the Traffic Commissioners to run the agreed 2024 service. The usual AA signs have been ordered and they will be installed immediately prior to the Easter commencement date. The cost for 2024 has increased to £944, still within the £1,000 budget.

Those operators who bid to run the service but were unsuccessful have been notified, the landowners have been informed about the arrangements for this year and everything else is in place to allow the service to run.

The planning application for the improvement of facilities at the park and ride site has been resubmitted by the landowner and is now 'out' for public consultation. The intention is now that the improvements be implemented over the autumn and winter of 2024/25, assuming the permission is granted.

Harbour Store and Cemetery Lodge

The tender pack is being finalised and invitations to tender will be sent out very shortly. The hope is that, subject to the receipt of acceptable tenders, work will commence in late-March 2024, but this will depend on contractor mobilisation periods.

A bat roost assessment has now been undertaken in respect of the cemetery lodge and has indicated the necessity to carry out a further survey sometime after 1 May 2024. The contractor who undertook the initial assessment is fully booked until at least early July and it's unlikely that other suitably qualified experts will be available any more quickly.

Mark Green
Deputy town clerk
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Town Management and Highways Committee – Objectives

Purpose

To allow members to review progress of the committee's 2023-24 objectives

Recommendation

Members note the report

Background

1. During the 2023-24 budget-setting process, objectives were agreed for the year and a budget estimate identified against each project.

Report

2. The objectives have been assigned to committees and members can review progress at each meeting.
3. This committee's 2023-24 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 8A**. Progress with objectives is updated continuously and changes since the last meeting of the committee are clearly shown highlighted in yellow. In some instances, greater detail about a particular objective may also be provided elsewhere on the agenda, primarily in the update report.
4. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

Matt Adamson-Drage
Operations manager
February 2024

Objective	Budget, £k	Completion date	Lead officer	Timeline	Comments
Determine the use of the trailer park and accreted land	N/A	April 2023 January 2024 March 2024	MG	June 2023 assuming Natural England approval and no undue delays in completing the legal work	<p>Critical meeting taking place 19 June 2023. Working to 30 September deadline for submission of application to Natural England. Deadline missed by Dorset Council but good progress made, preliminary application made, views of Natural England obtained and final application about to be submitted for approval.</p> <p>Application was submitted by Dorset Council on 4 December 2023 and is under consideration by Natural England.</p> <p>Estimated date for determination by Natural England is March 2024.</p>
Install water Refill station at the Candles on the Cobb Pavilion	0.3	June 2023	MAD	<p>Install: Apr/May 2023</p> <p>Parts arrived 13.04.2023</p> <p>Installed: 8 June 2023</p>	Sign installed August 2023
Replace Langmoor Room door	7	June 2023 January 2024	MAD PW	<p>Quotes: Mar/April 2023</p> <p>Work: May/June 2023</p>	Quotes obtained. Decision deferred until the use of the Langmoor Room is determined.
Remedy water ingress to the Jubilee Pavilion	50	June 2023 October 2023 December 2023 January 2024 March 2024	MG	Work to be completed by June 2023	<p>Work is entirely weather dependent and timescale assumes reasonable weather. It also assumes that final leak tests on 24/2/23 confirm cause of leak.</p> <p>First stage completed. Additional contractor engaged to apply a tanking material to the seaward side of the building at roof level and</p>

					<p>waterproofing to known leaking areas. Target date for completion 30 September. Budget underspend of £15k.</p> <p>Works part complete and delayed for weather and technical/materials reasons. Contractor under extreme pressure to complete works asap.</p>
Repairs to the facia of SWiM, antiques and craft centre and amusement arcade	10	June 2023 October 2023	MG	Work to be completed by Early July 2023	<p>Work is entirely weather dependent so timescale assumes reasonable weather.</p> <p>Due to start 11 September and expected to take two weeks to complete. Revised budget estimate £22k.</p> <p>Works completed to programme and budget.</p>
Identify preferred partners for provision of professional services and building works	N/A	September 2023 (now 26 July target)	MAD/MG	Advertise to encourage applications – early Summer 2023	Contractor appointed, Crickmay Stark, Dorchester
Renew cemetery chapel roof	18	September 2023	MAD/MG	Quotes: Mar – May 2023 4wks work: August 2023	All works completed ahead of programme and on budget.
Retarmac cemetery paths	15	September 2023	MAD	Quotes: Mar – May 2023 Work: summer 2023	Work completed. Budget overspend of £1k
Replace tractor	40	November 2023	MAD	Tractor received 13 June 2023	Tractor delivered. Budget underspend of £5k.
Repairs to woodland walk bridge	5	November 2023	MAD	Quotes: Mar- May 2023 Work: Autumn 2023	Work completed. Budget underspend of £1,250
Repairs to church wall (subject to confirmation of ownership and liability)	30	December 2023 March 2024	MG	<p>Confirm all responsibilities and ownerships-February 2023</p> <p>Procure and appoint managing contractor-March 2023</p> <p>Undertake detailed survey-May 2023</p> <p>Agree scope and likely cost of work-June 2023 (if within already approved</p>	This timescale may be very optimistic and assumes no need for external permissions or consents and the ability to complete the works within the already approved budget.

				<p><i>budget)</i> <i>Appoint building contractor-July 2023</i> <i>Complete works- August 2023</i></p>	<p><i>The wall is 65m long in total and appears to be in very poor condition well beyond the collapsed section. In addition, it is within the curtilage of a Grade 1 Listed Building.</i></p> <p><i>Contractor due to start work by 30 October. Anticipated budget underspend of £5k.</i></p> <p><i>Work did not start on 30 October 2023 as anticipated due to extreme wet weather. Discussions are ongoing about a revised start date. The public path is secure and accessible, stonework secured.</i></p>
Undertake replacement of harbourmaster's store and cemetery lodge	100	<p>March 2024 June 2024 (for completion)</p>	MG	<p><i>Agree scope of works- June 2023</i> <i>Appoint contract manager-End July 2023</i> <i>Project completion-October/November 2023</i></p>	<p><i>Initial plans and specifications prepared and attached to this agenda. Programme of works to be agreed 6 November 2023.</i></p> <p><i>Plans have been revised and are elsewhere on this agenda for information. Tender documents are being prepared. Aiming for a start on site in March 2024.</i></p> <p><i>Tender document being finalised to be sent out during February 2024.</i></p>
Replace one parking machine	5	March 2024	MAD PW	<p><i>Install: March 2024</i> <i>Dependent on the future of Monmouth machines</i></p>	<p><i>Deferring until existing issues with Flowbird are resolved or contract terminated.</i></p>
Footpath repairs in the gardens	100	<p>March 2024 May 2024 November 2024</p>	MAD/MG MG/PW		<p><i>Work dates will be dependent on contractor availability and weather</i> <i>Investigation with engineer early-2023</i></p>

					<p><i>Trial Work: Sep/Oct 2023 Tender: Autumn 2023 Work: Spring 2024 Trial work delayed by weather, commencement expected November 2023.</i></p> <p><i>Trial work expected to start in March 2024. This will have a knock-on effect on the rest of the timescales. It will be prudent to undertake the works in autumn 2024.</i></p>
Improve CCTV provision	38	March 2024	MAD MG	<p><i>Listed Building Consent: Feb/Mar 2023 Invitation to tender: June 2023 Install: Rock Point/Baptist Church/Gardens – July/August 2023 Quotes for columns: March-May 2023 Install: Monmouth - Autumn 2023 DNO install power to skatepark: Autumn/Winter 2023/24 Install skatepark: by March 2024</i></p>	<p><i>Dependent on listed building consent, availability of equipment and columns (and column install), and the DNO work. Grant from OPCC to be requested on order of the first three cameras. Planning permission granted. Quotation process completed, Scutum West appointed. Meeting to be scheduled with Scutum West and Top Sparks. Discussions instigated to secure electrical supply to all cameras. Approval being obtained from Dorset Council for trenching to skatepark location and updated quote for supply to skatepark being obtained from National Grid. Contribution of 11k received from Skatepark Committee and £16.6k expected from the Office of the Police and Crime Commissioner.</i></p> <p><i>Electrical supplies have been installed, four out of six cameras</i></p>

					<p>have been installed, and the Office of the Police and Crime Commissioner (OPCC) grant is confirmed. Planning permission is now required for the pole and camera in Charmouth Road car park, which will delay this one installation. The addition of another camera in the gardens, together with a move to wi-fi transmission and other factors, are likely to result in a budget overspend, which officers are determining. Officers are hoping this may be offset by an additional grant from the OPCC and some of the additional capital costs do generate a revenue saving.</p>
Identify locations and install gym equipment	25	March 2024	MAD	<p>Quotes: Feb/Mar 2024 Report to TMH in Mar 2024 Install: Summer 2024</p>	<p>Location now agreed as the putting green in Lister Gardens.</p>
Replace the amenities' hut	55	March 2024 November 2024	MAD MG	<p>Planning app decision: Jun 2023¹ Invitation to Tender: Summer 2023 Work: Autumn 2023 or Spring 2024</p>	<p>Work dates will be dependent on contractor availability Planning permission obtained. Building regulations application submitted, with revised foundation detail. Tender process to be completed October/November 2023. Contractor to be appointed by January 2024. Work to be completed February/March 2024.</p> <p>Following meeting with architect, tenders to be returned and evaluated prior to Christmas 2023. Subsequent programme to be</p>

¹ Originally March 2023 – delayed due to a re-draw for the planning application

					<p>revisited after costs and affordability have been further assessed.</p> <p>Tender process ongoing with a return date prior to Christmas. A verbal update will be given to the meeting on 3 January 2023.</p> <p>Tenders returned over budget. Further report to Strategy and Finance on 6 March 2024 to determine the way forward.</p>
Monkeybars for Anning Rd playpark	5	March 2024	MAD PW	<p>Quotes: Feb 2024</p> <p>Install: Spring 2024</p>	<p>Project agreed at the previous meeting of this committee, to replace the spider's web.</p>
Repairs to Bell Cliff steps and railings	5	November 2024	MAD	<p>Listed Building Consent: by March 2024</p> <p>Quotes: spring/summer 2024</p> <p>Work: Autumn 2024</p>	<p>Will exceed the budget due to professional services for listed building consent and the amount of work potentially required. Requires re-budgeting for 2024-25 (£25,000 is required). NB this is adopted highway and discussions will take place with Dorset Council about a contribution.</p> <p>Meeting taking place with Dorset Council's property team and ward member on 9 November 2023. This matter will be discussed.</p> <p>Dorset Council's property team cancelled the meeting on 9 November 2023. The meeting has been rescheduled for 9 January 2024.</p>

					<p><i>Meeting with Dorset Council property team has taken place. This is definitely adopted highway on roads records plans but Dorset Council has no plans and no budget to undertake repairs. Work will only happen if organised and funded by LRTC as landowner.</i></p>
Implement proposals from the travel and transport working group – including town bus	TBC	TBC	JW		<p><i>Minutes elsewhere on this agenda. Next meeting on 22 November 2023.</i></p> <p><i>Minutes elsewhere on this agenda.</i></p>
Develop a multi-use games area at Anning Road Playing Field	150	June 23 June 2024	JW MG/PW		<p><i>Measured survey undertaken and public consultation to commence November 2023.</i></p> <p><i>Public consultation closed on 15 December 2023. Report elsewhere on the agenda.</i></p> <p><i>Due diligence complete. Discussions with contractors underway and planning position being clarified prior to tenders being sought on a 'turnkey' basis as instructed.</i></p>
Re-model park & ride for 2024 & beyond		March 2024 (commencement of 2024 service)	MG		<p><i>Planning application resubmitted by landowner but not yet determined, discussions with landowner ongoing about longer-term agreement. Submissions from potential bus operators to be sought November 2023 following decisions at Full Council 25 October 2023.</i></p>

				<p><i>Planning application was resubmitted in amended form, the date for determination is unknown. Quotes have been sought from eight bus operators, five of whom have so far responded. Report elsewhere on the agenda. A verbal of operator submissions will be reported to the meeting.</i></p> <p><i>Operator quotes obtained and First chosen as preferred contractor. Application to Traffic Commissioners being finalised. AA signage agreed and ordered. Landowner informed of latest position. Fares, ticketing and timetable agreed. Planning application now 'out' for public consultation. Works to be undertaken by landowner after end of current year operation.</i></p>
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Traffic and Travel Working Group Meeting 8**Minutes of the meeting held on Wednesday 20 December 2023****Attendance**

Chairman: Cllr C. Aldridge

Councillors: Cllr B. Bawden, Cllr P. May

Non-councillor: Alan Bristow

Officers: Mark Green, deputy town clerk, Pete Williams, acting operations manager, John Wright, town clerk

Apologies: Cllr P. Evans, MBE, Cllr S. Cockerell

Minutes of the meeting 13 December 2023

Considered but deferred to the next meeting on 17 January 2024 for approval.

Matters arising from the meeting 12 December 2023

To be considered at the next meeting on 17 January 2024.

Park & Ride

MG said:

- the landowner appears committed to entering into a long-term relationship to provide a park & ride service from the current site
- a long-term relationship with the site owner could pave the way for a 'pay & display' operation; MG pointed out this wasn't straight forward
- the landowner's planning application for the provision of toilets and a café on the park & ride site was withdrawn and re-submitted c10 days' ago. The re-submission was in line with comments offered by Dorset Council's planning officer
- the landowner does not want to increase the number of cars using the park & ride to more than the current planning consent maximum of 400.
- the council pays the landowner (c£12k for 2024) to use the Charmouth Road site for park & ride; the annual increase is in line with the retail price index
- the income from ticket sales goes to the bus company and any operating deficit is underwritten by the council (any operating surplus is split 50:50 between the bus operator and the town council)
- over the last three years, the average annual operating loss has been c£10,000; this has been paid by the council to the bus operator as a subsidy
- ticket pricing is set below other car park charges to promote the use of the park & ride
- amendments to ticket pricing, which is in the gift of the town council, can reduce the operational deficit
- a ticket for five persons (no more than three adults) can be purchased for £10.00
- although the bus route is registered, concessionary passes are not accepted
- for 2024, the council is intent on providing a park & ride service during the Easter two-week school holiday, Whit week, every weekend between 1 June and the start of the school summer holidays, and for the entirety of the school summer holidays
- nine bus companies had been approached about operating the park and ride in 2024; three companies have registered an interest, three companies have declined, and three responses are pending
- the prices submitted by bus operators so far suggest the extension of the park & ride service to Charmouth is likely to be financially unviable

The Town Bus

JW gave members an overview of the nine responses on the town bus service following a request in the council's November 2023 newsletter: four were in favour of extending the service to Uplyme, there was no appetite for extending the service to Charmouth, there was a suggestion to provide a Saturday service, there was a suggestion to simplify the route, and new stops were proposed for Woodmead Road, High Cliff Road, Upper West Hill Road, Queens Walk, Woodroffe Meadow, and Thorton Pearn Drive.

JW and MG outlined: the town bus route, subsidy, (currently c£16k per annum), fair revenue (c£19k per annum), charges (£2.00 for a return ticket), concession use (c97%), and concession income (c42% of ticket price).

The following actions were agreed:

- JW will organise for members of the working group to travel on the town bus from 10.15am to 11.53am on 22 January 2024. The starting point is Fairfield Park, Charmouth Close
- MG will contact the bus operator, Damory, and produce an up-to-date fact sheet and a simplified route description
- JW will circulate the fact sheet and resident comments to all councillors to seek their views on changes to the town bus route
- A meeting to consider the town bus, only will take place 2.00pm Wednesday 31 January 2024. The purpose of the meeting is to allow the working group to develop a proposal on the town bus route
- After the 31 January 2024, MG will organise a director level meeting with Damory to consider the viability and cost of the working group's proposal.

Signage

It was agreed to pick up on the pre-Covid signage issues; MG to circulate, separately.

BB to take forward signage issues, including lorries, with and through Dorset Council.

BB to re-circulate proposed signs and locations for any future Charmouth Road, Church Street, Bridge Street and Broad Street closures.

Next meetings

The next meeting of the working group was confirmed, 2.00pm Wednesday 17 January 2024 in the council's offices. The meeting will further consider the development of the council's travel and transport vision.

A working group meeting to discuss the town bus, only, will take place, 2.00pm Wednesday 31 January 2024.

A further meeting of the working group will take place in early-February 2024; BB will contact Dorset Council traffic planner Kevin Humprey to finalise a time and date.

Traffic and Travel Working Group Meeting 9

Minutes of the meeting held on Wednesday 17 January 2024

Attendance

Chairman: Cllr C. Aldridge

Councillors: Cllr B. Bawden, Cllr P. May

Non-councillor: Alan Bristow

Officers: Pete Williams, acting operations manager, John Wright, town clerk

Apologies: Cllr P. Evans, MBE, Cllr S. Cockerell, Cllr B. Larcombe MBE, Cllr P. May

Minutes of the meeting 20 December 2023

Approved.

Matters arising from the meeting 20 December 2023

None

The meeting agreed that it would not review the 'quick wins' and to allow sufficient time to consider the Lyme Regis Travel and Transport Vision.

The Lyme Regis Travel and Transport Vision

The meeting considered themes produced by Cllr Bawden, see attached, and three options prepared by Alan Briscoe and Cllr B. Bawden, see attached.

The need to make sure potential questions that could arise from any plan had been thought through and could be answered was considered important.

The working group preferred the 3rd option, with some amendment. Cllr B Bawden agree to incorporate these amendments into a revised option 3 which could be considered at the next meeting, see attached.

The working group agreed the meeting on 31 January 2024, which had been arranged to discuss the town bus service, should be used to further consider option 3.

Cllr B. Bawden said Dorset Council was behind on its active travel plan, she reminded the working group there was a training session on Dorset Council's Local Travel Plan at 4.00pm Thursday 18 January 2024, and said she was trying to get the Dorset Transport Plan 'road show' to come to Lyme Regis in February 2024.

Date of the next meeting

2.00pm Wednesday 31 January 2024 to consider the Lyme Regis Travel and Transport Vision.

Traffic and Travel Working Group Meeting 10

Minutes of the meeting Wednesday 31 January 2024

Attendance

Chairman: Cllr C. Aldridge

Councillors: Cllr B. Bawden, Cllr P. May

Non-councillor: Alan Bristow

Officers: Pete Williams, acting operations manager, John Wright, town clerk

Apologies: Cllr P. Evans MBE, Cllr S. Cockerell, Cllr B. Larcombe MBE,

Minutes of the meeting 17 January 2024

Approved.

Matters arising from the meeting 17 January 2024

None

The Lyme Regis Travel and Transport Vision

The meeting considered and updated the amended vision presented to the working group on 17 January 2024, see attached, **appendix 1**.

The 'quick wins'

The town clerk said First had been appointed as the council's park and ride bus operator (subject to approval by Full Council on 7 February 2024). Because of the cost involved, the town clerk confirmed it was unlikely a separate park and ride bus would service Charmouth. He also said a new planning application had been submitted by the landowner for improvements to the site.

It was agreed there would be a separate meeting to discuss the town bus, only. See below.

The town clerk confirmed Dorset Council had been chased for responses on re-enforcing delivery times, delegating on-street enforcement powers to town council officers and signage.

Cllr Bawden and the town clerk confirmed a paper on a 20MPH speed limit would be submitted to the Town Management and Highways Committee on 14 February 2024.

Date of the next meetings

10.00am Wednesday 21 February 2024 to consider the town bus service.

10.00am Monday 26 February 2024 to consider a submission to Dorset Council on LTP4.

10.00am Monday 4 March 2024 to further consider the vision.

Proposed Vision statement

for discussion by the Traffic and Travel Working Group and referral to Town Management and Highways Committee

To make our town a safer, more liveable and attractive place for everyone, by reducing traffic, encourage walking and improving accessibility and mobility options.

By creating effective park and ride options at the outskirts of the town, we aim to divert traffic away from the town centre, while seeking provision of convenient and affordable access to public transit and exploring other more sustainable transport methods.

This will not only improve the air quality and safety of our town and foster a sense of community and belonging but will also support the local economy and culture by encouraging foot traffic and increasing visibility for our shops, restaurants and community events.

The measures needed to bring the Vision aspirations into reality are listed under the statement and grouped into the categories in the Local Transport Plan – People, Place and Activity. Most are already on the Travel and Traffic Group's list of 'Quick Wins':

1. People

- ❖ Older Population
 - ❖ Life changes and events
 - ❖ Car dependency
 - ❖ Equality
- ❖ Prioritise improved pedestrian access for all users and work with Dorset Council to develop better road and pavement schemes to improve safety and movement.
 - ❖ Undertake an Accessibility and Mobility Review to improve access in and around town for pedestrians, wheelchair and mobility scooter users, those with young children or any disability or mobility restriction.
 - ❖ Prioritise pedestrians along Cart Road; restricting parked cars and, ideally, re-designate Cobb Gate car park for Blue Badge holders and taxi ranks.
 - ❖ Redesignate the two small Dorset Council car parks for Blue Bage holders and taxis (Cobb Gate) and residents, employers/ees and parents with young children (Broad Street).
 - ❖ Hold a one day Living Streets event in September 2024 to demonstrate the potential for alternative uses of town centre streets.

2. Place

- ❖ Connectivity and accessibility
- ❖ Infrastructure
- ❖ Sustainable development
- ❖ Environment, climate and ecology

- Restrict traffic by only enabling resident access, Blue Badge holders, taxis and public transport to Broad Street below the NCP car park or Church Street beyond the London Inn.
- Provide an electric minibus shuttle service from the main car parks, ideally linking to the Park and Ride, Charmouth, Uplyme and other public transport services.
- Improving signage on the A35 for both lorry weight and size to direct through traffic via the A35 – A358 near Axminster and A3052 near Axmouth

- Signage to direct traffic from the B3165 towards Charmouth Roundabout to access the Park and Ride.
- Install electronic information boards to indicate spaces in the car parks.
- Work with the bus companies, principal authority and WATAG to have electronic information at bus stops and to co-ordinate the bus services so stops are where people will use them.
- Improve the connectivity between bus services, including the Park & Ride and with train services from Axminster Station to widen opportunities for work, education and leisure.
- Work with Dorset Council, Magna, bus companies, neighbouring parishes and other stakeholders to consider alternative routes and green space enhancements.
- Consider monitoring air quality in Church Street and Bridge Street.
- Submit the proposal for a 20 mph Zone in the town centre, undertake public consultation and continue the Speedwatch and SIDs monitoring.

3. Activity

- ❖ **Tourism and leisure**
- ❖ **Workplaces and employment**
- ❖ **Digital connectivity**
- ❖ **Active population and health**

- Work with the business community, Dorset Council and stakeholders to improve facilities and services for deliveries. Consider transhipment options and e-cargo van and bike services.
- Work with the businesses, community and cultural organisations to look at better ways to co-ordinate orders and deliveries, waste recycling and collections and support employed and volunteer workforces.
- Investigate electric bike rental hubs, car sharing, car club options.
- Promote electric bike rental hubs, working with the principal authority and neighbouring towns and villages, including Uplyme, Axminster and Seaton.
- Investigate better cycling provision, safer infrastructure and learning and support facilities e.g. Accessible Cycling or Dorset Health Rides initiatives.
- Ensure all areas are safe and welcoming for everyone, regardless of physical or mental impairment and that additional consideration is given to the safety of women and girls, for example, areas which may be too dark or bus stops which feel exposed.

Other Vision statement options – anything from here we should incorporate?

1. **To create a safe, healthy, and enjoyable environment for all who live, work, learn, play, shop, dine, or visit our town by reducing traffic congestion, improving walkability and accessibility, enhancing public transit options, promoting active transportation modes such as biking or walking, supporting local businesses with convenient parking spaces or designated areas for delivery vehicles or bicycles.**
2. **To transform our town into a pedestrian-friendly oasis where people can enjoy the natural beauty, historic charm, and vibrant culture of our community without the noise, pollution, and danger of traffic. By pedestrianising the main street and creating a network of greenways, bike lanes, and public transit options, we aim to reduce traffic by 50% in the next five years, improve air quality and public health, support local businesses and tourism, and foster a sense of community and belonging among our residents and visitors.**

BB

21 Jan 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Weed Spraying Policy and Procedure Review

Purpose of the Report

To allow members to review the Weed Spraying Policy and Procedure

Recommendation

Members review the Weed Spraying Policy and Procedure and instruct officers of any amendments

Report

1. The weed spraying policy and procedure is intended to be reviewed every three years, although the last review took place in 2018.
2. The policy and procedure is attached at **appendix 10A**. There are no proposed amendments.
3. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

Matt Adamson-Drage
Operations manager
February 2024

Policy and Procedure

Weed Spraying

1. Introduction

- 1.1 The principal aim of this policy and procedure is to provide employees who are required to spray with additional guidance on how the council expects the spraying task to be undertaken. This procedure should be treated as an addition to your existing PA1 and PA6A land or PA6AW aquatic spraying training qualification.

2. Legislation and Safety Requirements

- 2.1 The Health and Safety at Work Act 1974 will be followed at all times and all statutory information on the product label will be complied with.
- 2.2 Control of Pesticide Regulations 1986. Anyone who uses these products must have received training and have the knowledge, skills and experience to perform the task.
- 2.3 The Health and Safety Executive (HSE) Code of Practice for Using Plant Protection Products is available on the HSE website and will be followed. This is for all professional users of plant protection products in England in respect of the Food and Environment Protection Act 1985 and the regulations controlling pesticides. The council will adopt best practice in spraying weeds following this guidance.
- 2.4 Only Katoun Gold with the addition of Chikara will be sprayed. A glyphosate containing product will only be used for stem injection as part of the council's Japanese Knotweed eradication programme and for the treatment of Mares tail. The council has discussed glyphosate at length and has approved its use for Japanese Knotweed eradication and mare's tail treatment only.
- 2.5 Only those with a spraying qualification will spray. Those without qualification may spray only if closely supervised by a qualified individual.
- 2.6 A Local Environment Risk Assessment for Pesticides (LERAP) will be conducted prior to spraying and an Application Record will be completed during the process. These are undertaken in accordance with your spraying training and the records will be kept for three years.
- 2.7 Appropriate personal protective equipment (PPE) will be worn when handling the product and it will be stored in the Control of Substances Harmful to Health (COSHH) spraying locker.

3. Equipment List

- 3.1 Katoun Gold and Chikara, water, Berthoud Comfort Pro knapsack sprayer, Evenspray flat fan nozzle, measuring jugs. The minimum PPE to be worn is rubber boots, coveralls and nitrile gloves.

4. Spraying Procedure

- 4.1 Read, understand and sign the COSHH folder for Roundup Proactive. Take the product container, equipment, paperwork and PPE to site.
- 4.2 A LERAP must be undertaken on site. If the conditions are not appropriate to spray, spraying will not be conducted.
- 4.3 Conduct dry checks of equipment. Using water, conduct wet checks of equipment. Calibrate for the individual (and surface) by 2x 50m water spraying in accordance with your training.
- 4.4 Display signage and don the minimum required PPE. Goggles and masks can be worn in addition, at the user's discretion.

- 4.5 Mix the product and record the details on the application record. Rinse the mixing jug three times with water. Blue dye may be added to the mix at the sprayer's discretion.
- 4.6 Spray the area. If there are any changes to the conditions, for example the wind increases, members of the public or animals approach or you notice drift of the product, stop spraying. Spraying will not be conducted above a wind of Force 4 (6mph), in excessive temperature (above 30°C) or within one metre of water courses.
- 4.7 Wash up. The knapsack must be filled with water and sprayed over a waste area. This process is then repeated. Clothing can be washed normally. Replace the product in the COSHH cabinet.
- 4.8 The product needs at least six hours to dry. Signs can be removed after six hours, at a minimum.
- 4.9 If in any doubt, always follow the guidance you received in accordance with your training.

5. Dealing with Members of the Public

- 5.1 If members of the public enquire about the spraying activity you are undertaking, if necessary, contact a supervisor or manager.

Implementation date: 13 March 2024

Review date: March 2027

John Wright
Town Clerk
March 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Dorset and Bournemouth Christchurch and Poole Local Transport Plan 4

Purpose of Report

To allow members to consider how to best respond to Dorset and Bournemouth Christchurch and Poole Local Transport Plan 4 before the consultation closing date of 3 March 2024

Recommendation

Members consider the survey, provide a sense of their response and delegate the completion of the survey, appendix 11A, to the town clerk in consultation with the Travel and Transport Working Group

Background

1. Dorset Council and Bournemouth Christchurch and Poole (BCP) Council are working together on a new joint transport plan. This is an opportunity for the councils to update plans to ensure Dorset's transport system meets the expectations of everyone, and to identify the most important issues to prioritise for future investment.
2. Local Transport Authorities have a statutory duty to prepare and update a Local Transport Plan for their area; the last Local Transport Plan (LTP3) was produced in 2011.
3. The new joint Local Transport Plan 4 (LTP4) will set out the long-term goals, strategy, and policies for improving transport for everyone over the next 10 to 15 years.
4. This joint plan will set out how transport is delivered to meet some of the demanding challenges facing the area, covering all types of transport, as well as road safety and maintenance.
5. The new plan is needed to ensure we can travel safely and easily, while reducing carbon emissions and protecting the landscape. All this must be done while maintaining economic growth and improving transport choices, accessibility, and experiences for all.
6. The plan will be designed in line with the government's priorities, especially the achievement of Net Zero target by 2050.
7. The plan will be vision led.

The consultation process

8. Residents, businesses and visitors are invited to share their views on what they consider to be the big transport issues across the whole of Dorset. This work plays an essential role in helping the principal councils understand the different transport needs of the diverse communities who live and work in Dorset.
9. Dorset Council and BCP Council are running a survey to gather feedback and experiences from 22 January to 3 March 2024. The survey covers a range of transport related topics, such as:
 - improving transport across both rural and urban areas
 - ensuring all ages and abilities can access services
 - making it easier for people to be more physically active
 - more opportunities for affordable, available and accessible public transport
 - helping people feel safer on our roads and on public transport
 - reducing congestion and carbon emission
 - improving digital and real time information

10. A copy of the survey is attached, **appendix 11A**.
11. As well as the survey, there are 12 roadshow-style events across the county where people can share ideas and find out more about the plan. The nearest event to Lyme Regis is at Bridport Library, 10am to 2pm on Saturday 17 February 2024.
12. Cllr B. Bawden is organising a separate event in the Guildhall on 20 February 2024 (time, date and location to be confirmed). There is a report on this elsewhere on the agenda.
13. Analysis of the feedback from the consultation process will take place during spring 2024, and reporting to Dorset Council and BCP Council will follow in summer 2024.
14. Further public consultation will then take place on the draft plan that will be considered by both councils before adoption in 2025.
15. The consultation survey is 16 pages long and it is unlikely this committee will be able to complete it during this meeting. Also, the Full Council does not meet until 13 March 2024 and cannot sign off the consultation survey.
16. To allow a response to be submitted, the proposal is, the completion of the consultation survey is delegated to the town clerk in consultation with the Travel and Transport Working Group. In anticipation of this proposal being agreed, a meeting of the Travel and Transport Working Group has been organised for Monday 26 February 2024.
17. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

John Wright
Town clerk
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Public Engagement Event on 'Our Future Transport' on 20 February 2024

Purpose of Report

To seek town council endorsement of the public engagement event on Tuesday 20 February 2024 from 3pm to 6pm in the Guildhall

Recommendation

Members agree to support and publicise the event and cover any costs of displays of town council proposals.

Report

1. Previous reports to this committee and the Environment Committee since the 'Our Future Town' community engagement in 2020; the [2030 Vision Lyme Area Community Conversation](#) responses at community events and online at [Lyme's 2030 Vision](#); and Cllr Bawden's Dorset Council correspondence, shows clearly that residents would like significant improvements to be made on traffic, parking, public transport, pedestrian safety and accessibility around Charmouth and Lyme Regis.
2. The Traffic and Travel Working Group has been meeting regularly since August 2023 to discuss possible 'quick wins' and a longer term 'vision' for our future transport and mobility options, aiming to submit ideas to Dorset Council and Bournemouth Christchurch and Poole Council's Joint Local Transport Plan (LPT4) [public consultation](#).
3. Themes covered include:
 - public and community transport needs and aspirations
 - better pedestrian and cyclist safety, adapting to the new Highway Code hierarchy and Active Travel legislation
 - accessibility and mobility improvements for residents to reach local services safely
 - social inclusion and better work and education opportunities through responsive, connected transport links
 - better connectivity with neighbouring towns and across the Devon and Somerset borders
 - decarbonisation of our surface transport network as we work towards Net Zero by 2030
4. The event is timed on Tuesday 20 February 2024 from 3pm to 6pm in Lyme Regis (with a similar event in Charmouth from 10am to 1pm in The Elms) to enable the feedback from public engagement on the 20 mph zone proposal and the other suggestions discussed so far to inform the Traffic and Travel Working Group's response to the [Local Transport Plan 4 public consultation](#), which closes 3 March 2024 and the town council's application for a 20mph Zone.
5. The 'Our Future Transport' event will enable our community to share their views and ideas on:
 - the 20mph zone proposal
 - pedestrian accessibility and mobility improvements
 - the town bus service and other community and public transport preferences
 - the Local Transport Plan 4 public consultation

6. The event will feature presentations and displays from:
 - the Dorset Co-ordinator of the '20 is Plenty' campaign
 - 20 mph zone proposal for Lyme Regis and the voluntary Speedwatch activity
 - Pavements and junctions in Lyme which could be made safer and more accessible for a wider range of people
 - The Western Area Transport Group
 - The Axe Valley Ring and Ride Service
 - Dorset Council's Community Highways Team
 - Dorset Council and BCP Council's Joint Local Transport Plan public consultation
7. Agreement is sought for the cost of the display materials, expected to be no more than £350 (plus VAT), and for publicity to attract public engagement in shaping our future place-making in the Lyme area.
8. Any recommendations from this committee will be considered by the Traffic and Travel Working Group on 21 and 26 February and retrospectively by the Full Council on 13 March 2024.

Cllr Belinda Bawden
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Request for Memorial Plaque

Purpose

To allow members to consider adding a memorial plaque to the cherry tree avenue in Langmoor Gardens in memory of a former council employee

Recommendation

Members consider adding a plaque to the cherry tree avenue in Langmoor Gardens in memory of a former council employee

Report

1. On 24 November 2023, a letter was received from the wife of former town council enforcement officer Chris Mitchell, informing the council Chris had passed away on 19 November 2023.
2. She said Chris had asked before he died if he could 'buy' a tree in Langmoor Gardens and have it dedicated to him as he always loved walking through the gardens.
3. There are Tai Haku cherry trees in Langmoor Gardens, some of which have memorial plaques.
4. Following consideration by this committee on 3 February 2021, it was resolved by the Full Council on 3 March 2021 to agree an allocation of 14 memorial cherry trees. The feeling among members at that time was they didn't want the gardens to become a memorial garden by installing plaques on every tree, so at that point, 14 plaques were allocated to those on the memorial tree waiting list and the list was then closed as there were no further plans to plant more trees.
5. However, as part of the Queen's Green Canopy to celebrate the Queen's Platinum Jubilee, a further 26 cherry trees were planted in Langmoor Gardens, either side of the woodland walk. As these were planted for the Platinum Jubilee and the memorial tree waiting list had been closed, these trees have not been allocated as memorial trees.
6. Therefore, the cherry tree avenue consists of 79 trees, 41 of which currently have memorial plaques and 38 that have no memorial plaque.
7. There are 66 people on the waiting list for a memorial tree, although they have been informed there are no plans to allocate any further trees.
8. Members are asked to consider the request from Chris Mitchell's wife, with consideration being given to the waiting list and previous views about the number of memorials in the gardens.
9. The historic cost of a tree and plaque to the purchaser would have been £200 including VAT.
10. As the trees are already planted, the cost of a plaque would be £150.

11. Any recommendations from this committee will be considered by Full Council on 13 March 2024.

Pete Williams
Acting operations manager
February 2024

Committee: Town Management and Highways

Date: 14 January 2024

Title: Request for temporary and removeable floodlights at Anning Road Playing Field

Purpose

To allow members to consider the request for temporary and removeable floodlights at Anning Road Playing Field

Recommendation

Members consider the request from the Lyme Regis Youth Football to use temporary and removeable floodlights at Anning Road Playing Field and instruct the operations manager accordingly

Report

1. Lyme Regis Youth Football has asked the council for approval to use removeable, temporary floodlights at Anning Road Playing Field to allow the youth football teams to train for longer in the darker months.
2. Lyme Regis Youth Football would like to use six 10ft floodlights, which would be carried on and off the playing field sidelines when needed and stored in the Candles on the Cobb Pavilion storeroom:
[Solaris Megastar 20K LED Floodlight with Lithium-ion Battery - Ram – Ram Rugby](#)
3. Due to the close proximity to residential properties and roads, planning permission would have to be sought and granted by Dorset Council.
4. The floodlights would be paid for by Lyme Regis Youth Football, with the hope of additional national funding.
5. Any recommendations from this committee will be considered by Full Council on 13 March 2024.

Pete Williams
Acting operations manager
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Title: Cemetery Postbox

Purpose of the Report

To allow members to discuss installing a cemetery postbox

Recommendation

Members consider installing a cemetery postbox

Background

1. Cllr Cheryl Reynolds has asked if members would consider installing a cemetery postbox for relatives, and particularly children, to be able to post letters to their deceased loved ones.
2. This was a recently discussed topic on BBC Spotlight News.
3. Saltash, in common with a small number of local councils, have installed a postbox of this nature called 'Letters to Heaven' available for people to put letters, messages or poems inside to help them come to terms with their loss.

[Mourners find comfort in Saltash Letters to Heaven postbox - BBC News](#)

Report

4. The most appropriate site for installation would be near to the newest parts of the cemetery, i.e., the King's Way entrance.
5. The postbox would need to be regularly emptied and a decision on how long the council should securely store unopened letters, if at all, before shredding and recycling, may need to be discussed.
6. A white postbox, installed on a pole, is commonly used for this purpose and would cost approximately £200 but Cllr Reynolds has sourced a red one for free which can be painted white. A sign explaining the box may also be required to explain its purpose and that it is not a Royal Mail postbox.
7. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

Matt Adamson-Drage
Operations manager
February 2024

Committee: Town Management and Highways

Date: 14 February 2024

Report: 20mph Speed Limit

Purpose of Report

To allow members to consider the zone, criteria, process, timetable, enforcement, budget, and indicative costs of a 20mph speed limit in Lyme Regis

Recommendation

Members consider the report and instruct officers

Background

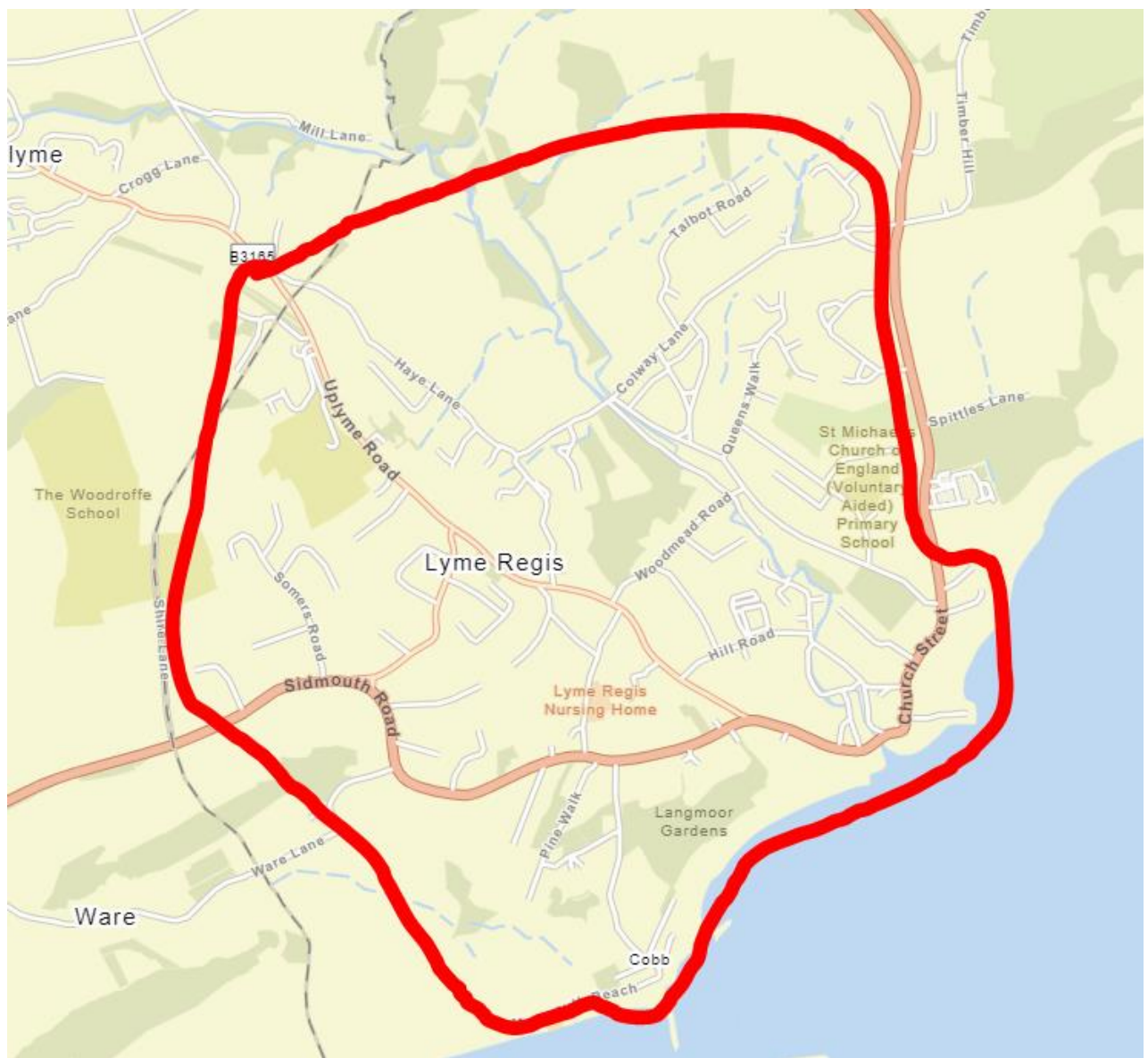
1. On 4 October 2022, the Town Management and Highways Committee received a report on a speed watch initiative and the, in principle, introduction of 20mph speed limits in Lyme Regis, where possible.
2. The committee recommended to the Full Council, 'to support the Speed Watch initiative and agree to purchase one camera for the volunteer Speed Watch team and to support, in principle, the introduction of 20mph speed limits, where possible, in Lyme Regis and instruct officers to feed back to Dorset Council.
3. The recommendation was approved by resolution of the Full Council on 26 October 2022.
4. On 19 April 2023, the Town Management and Highways Committee received a report on Dorset Council Highways Meeting and Highways Issues.
5. The committee recommended to the Full Council, 'to conduct five potential speed indicator device site surveys at a cost of £950 from the external works' budget.'
6. The recommendation was approved by resolution of the Full Council on 17 May 2023.
7. On 20 September 2023, at the Town Management and Highways Committee, members considered short-term proposals from the Travel and Transport Working Group, the proposals included the introduction of a 20mph speed limit for Lyme Regis.
8. At that meeting, members agreed to recommend to Full Council, 'to approve the speed survey locations as Sidmouth Road, Queens Walk, King's Way, Silver Street, Charmouth Road, and Anning Road and to add Timber Hill as an additional location, at a cost of £200 plus VAT.'
9. The recommendation was approved by resolution of the Full Council on 25 October 2023.
10. The Dorset Council ward member, Cllr B. Bawden and officers have been in discussions with Dorset Council about the possibility of introducing a 20mph speed limit in Lyme Regis.

Report

11. Department for Transport guidance states that 20mph schemes may have, "environmental benefits as, driving more slowly at a steady pace will save fuel and reduce pollution, unless an unnecessary low gear is used."
12. Department for Transport guidance also states, "Important benefits of 20mph schemes include the quality of life and community benefits, and encouragement of healthier and more sustainable transport modes such as walking and cycling".

The proposed 20MPH speed limit zone

13. Dorset Council's proposed 20mph speed limit zone is detailed below:



14. On Charmouth Road, the 20mph would start on the approach to the existing priority build outs.
15. On Sidmouth Road, the 20mph limit would start slightly west of Blue Waters Drive, creating a 30mph buffer zone from the 40mph limit.
16. On Uplyme Road, the 20mph would start at the county boundary with Devon, reducing the speed limit from 30mph.

Process

17. A copy of the process for assessing a 20mph limit or zone is attached, **appendix 16A**.
18. The town council or local ward member completes a community-led 20mph request form and sends it to Dorset Council's road safety team.
19. Dorset Council's road safety team check the form against the eligibility criteria and determines whether it is met or not.
20. If the proposal meets the eligibility criteria, it must be assessed as a high priority by Dorset Council's road safety team to be progress to the Speed Limit Order (SLO) programme.
21. If the proposal meets Dorset Council's road safety team's criteria but is not assessed as a high priority, the town council can pursue a community funded process, i.e., the community and or the town council pays for the introduction of the 20mph speed limit.
22. When the funding is secure, the proposal is added to the SLO programme.
23. If the proposal does not meet Dorset Council's road safety team's eligibility criteria, the request does not proceed.

The application, evidence gathering and timetable

24. A copy of the application form is attached, **appendix 16B**.
25. Before the application is submitted, Dorset Council will undertake six speed surveys within the 20mph zone, see paragraph 8. These are planned for late March-April 2024 and will involve radars monitoring vehicle speeds for 24 hours a day for seven days.
26. Dorset Council also want other evidence, including:
 - public support – petitions, surveys, doorstep feedback. Anecdotal evidence is accepted
 - Speedwatch data – dates, vehicle counts, volunteers involved
 - speed indicator data for Sidmouth Road, Charmouth Road and Timber Hill
 - evidence of any reports or consultation exercises.
27. The application is likely to be considered by Dorset Council's 20mph Panel in June-July 2024. The application will be considered against Dorset Council's eligibility criteria.

The eligibility criteria

25. The key criteria that Dorset Council's road safety team consider in making decisions on local speed limits are history of collisions, road geometry and engineering, road function, composition of road users (including existing and potential levels of vulnerable road users), existing traffic speeds and road environment.

Enforcement

26. There are no additional or identified resources for enforcing a 20mph speed limit.

Budgets and Cost

27. In 2022-23, Dorset Council Local Transport Plan (LTP) allocated a budget of £75,000 for the delivery of 20mph schemes. Budget availability for 2024-25 will be determined by Dorset Council later this month; a material increase is not anticipated.
28. The Full Council considered a 2024-25 budget of £50,000 for project proposals from the Travel and Transport working group and this committee; this budget was not approved by the Full Council on 13 December 2023 and was deferred for further consideration by the Strategy and Finance Committee on 6 March 2024².
29. If the town council was to fully fund the introduction of a 20mph speed limit, it would have to cover the cost of investigation, design, purchase, installation, future maintenance (maintenance is paid for by a single commuted sum). Any abortive costs would have to be met by the town council in full.
30. Dorset Council officers estimate the cost at up to £25,000 plus Traffic Regulation Order (TRO) costs of £2,000; Dorset Council officers have advised the TRO cost could increase if there are significant objections to a 20mph application.

Where is this project at and what needs to be done?

31. The 20mph speed limit application form is with Cllr B. Bawden. The application cannot be submitted until Dorset Council's speed surveys are complete; these take place in March-April 2024.
32. Dorset Council has said it requires 12 months of data from the community Speedwatch team.

² Because not all the project proposals for 2024-25 could be funded from the 2024-25 budget, on 13 December 2023, the Full Council deferred 13 projects to the Strategy and Finance Committee on 6 March 2024 for further consideration. Since 13 December 2023, three further projects have been added to this list. By 6 March 2023, officers will have a better understanding of the 2023-24 financial performance and the council may be able to approve further projects.

33. Data and support from the community is required, e.g., the business community, residents' groups, schools, the police, etc.
34. Any application for a 20mph speed limit should be considered alongside other traffic calming measures; this is particularly important if the application fails to meet Dorset Council's eligibility criteria.
35. The 20mph project is being driven by Cllr B. Bawden. The future ownership and management of tasks associated with the 20mph speed limit application need to be determined and understood, this includes the town council's policy position and support for the application and project implementation.
36. Any proposal to proceed with the implementation of a 20mph speed limit must be properly costed; town council officers fear the estimate provided by Dorset Council might be too light.
37. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

John Wright
Town clerk
February 2024



Process for Assessing a 20 mph Limit or Zone

Please note Only submissions made by Town / Parish Councils or Dorset Council ward members will be considered. Residents should first raise their requests for 20mph limits / zones with their Town / Parish Council or Local Dorset Council ward member

A-Z Local Dorset Council Ward Member

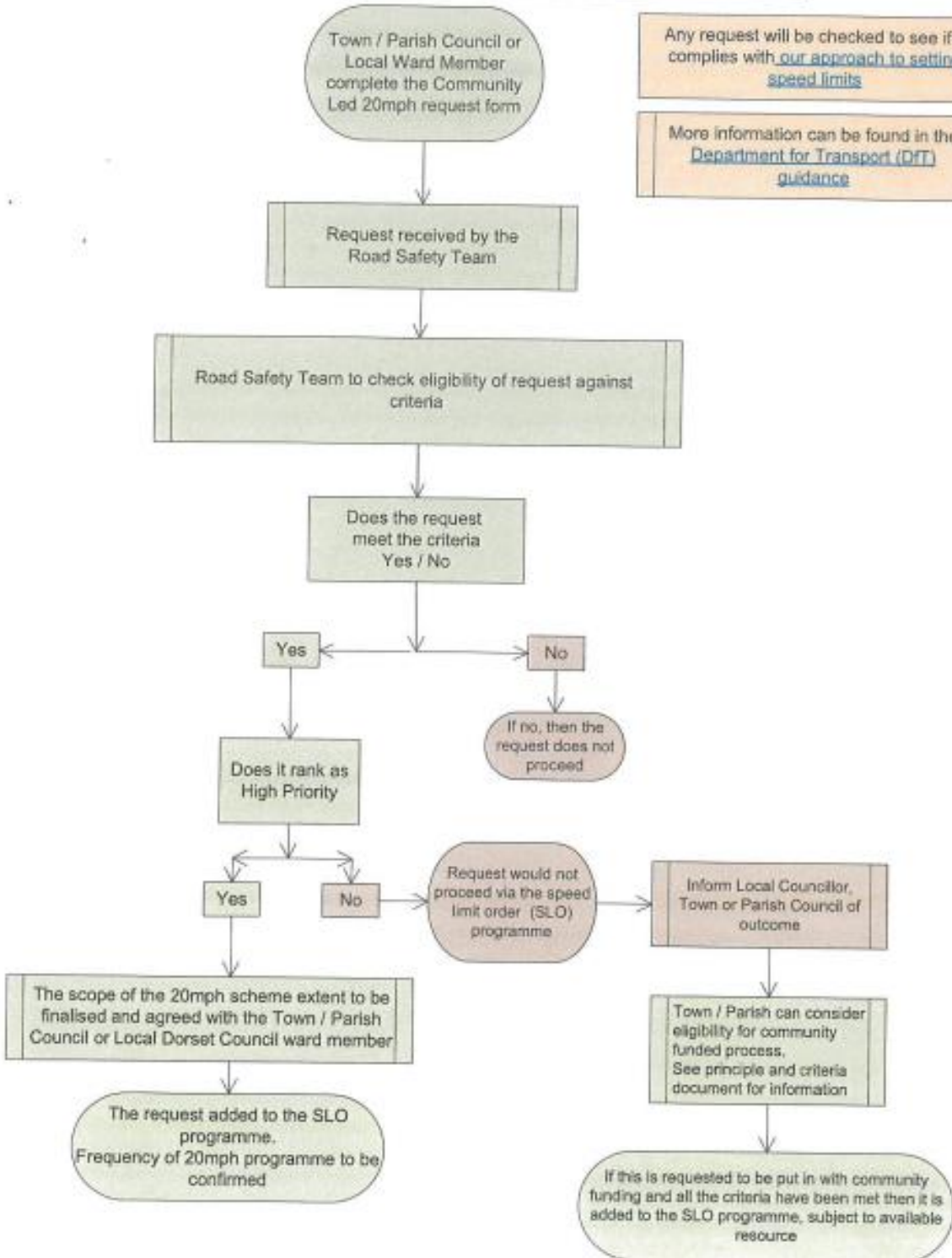
A-Z Town / Parish Councils

As a guide formal requests should demonstrate the following criteria:
1. they are in towns or villages where there is a depth of residential development and high levels of pedestrian and cycle movement or there is a potential for high levels of pedestrian and cycle movement if a 20mph scheme was introduced; they should not be on roads where the movement of motor vehicles is the primary function
2. current mean speeds are at or below 24mph
3. there is significant community support

For more detailed guidance, please see Principle & Criteria document

Any request will be checked to see if it complies with our approach to setting speed limits

More information can be found in the Department for Transport (DfT) guidance





DO NOT USE THIS FORM, USE ONLINE APPLICATION FORM

20mph Scheme - Application Request Form

This form is to be completed and submitted by local Ward Member and/or town/parish council to Dorset Council's Road Safety Team roadsafety@dorsetcouncil.gov.uk.

Please consider Dorset Council's guide to principles, criteria, and process before submitting application 20mph Policy - Cabinet Final Version.docx. Evidence of meeting the assessment must be provided. Please consider including a map with the application to help identify the scope of the scheme.

Please note all boxes can be expanded.

Location		Town / Parish Council / Local Dorset Council Ward member	
Description of community concern and expected outcome of a 20mph scheme			
Request Date			
<ol style="list-style-type: none"> 1. Completion of this form does not automatically mean that the requested 20mph scheme will be progressed. 2. Dorset Council's Road Safety Team will coordinate all applications and work with the local Community Highways Team to confirm if request meets the principles for assessing 20mph scheme requests. If declined reason will be given. If it meets principles, the application will undergo a priority scoring assessment. 3. By submitting this form, the parish/town council grants access to relevant traffic survey data for detailed review. 			
Road Hierarchy			
Please produce evidence that the application is not on a road where the movement of motor vehicles is the primary function. Reasoning to be reviewed by Road Safety Team and forms part of the assessment process.			

Collision History

Number of injury collision reported in area requested within the last 5 years. Detail to be reviewed by Dorset Council's Road Safety Team for priority scoring purposes. This forms part of the assessment process.

Fatal		Serious		Slight		Total	
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Damage only and Near Miss reports

Damage only/near miss collisions reported to the parish/town council – please describe incidents and location below. Reports can also be submitted via [the report a collision online form](#)

Traffic speed data

Town/parish council required to commission traffic surveys – location and number of sites to be determined on a case by case basis by Dorset Council's Road Safety Team in coordination with Community Highways Team, up to a maximum of 4 sites. This forms part of the process.

	Date from/to	Mean avg. speed	85 th ile speed	Avg. Daily Traffic Flow
Site 1				
Site 2				

Site 3				
Site 4				

Local facilities covered by proposed 20mph scheme

Include additional comments regarding level of use and specific concerns

School(s)	
Shops/Retail	
Church	
Community centre	
Village hall	
Hospitality	
Health centre	
Other	

The above local facilities examples have been provided as they are facilities that could/should generate and attract trips on foot or bike.

Community Support

Please provide evidence of the level of community support. This could be the results of a survey carried out by the town/parish council and/or the results of local campaigns from within the community.

Name:		Signature:	
Email:		Telephone:	

Committee: Town Management and Highways

Date: 14 February 2024

Title: Uplyme Parish Council Request for a 20mph Speed Limit

Purpose of the Report

To allow members to consider a request from Uplyme Parish Council to support a 20mph speed limit

Recommendation

Members consider the report and instruct the town clerk

Report

1. Attached, **appendix 17A**, is a letter from Uplyme Parish Council seeking the support of this council for a 20mph speed limit.
2. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

John Wright
Town clerk
February 2024



Uplyme Parish Council

Uplyme Village Hall, Lyme Road, Uplyme, Lyme Regis DT7 3UY

Tel: 07413 947067

Email: clerk@uplymeparishcouncil.org

Website: www.uplymeparishcouncil.org

John Wright – Town Clerk
Lyme Regis Town Council
Guildhall Cottage
Church Street
Lyme Regis
Dorset DT7 3BS

Dear Mr Wright,

RE: Introducing a 20mph zone

Further to our meeting held on 8th January 2024, I am writing to obtain formal support from Lyme Regis Town Council for a 20mph zone to be instituted in Uplyme to improve road and pedestrian safety.

Uplyme Parish Council Chair, Cllr. Chris James, spoke about the narrow section of the B3165 adjacent to Crogg Lane which is used by many pedestrians walking to and from Uplyme and Lyme Regis. Many of these pedestrians are children who walk to both Mrs Ethelston's Primary and The Woodroffe Secondary school which straddle the Devon/Dorset border.

As the road narrows significantly on this blind bend, Uplyme Parish Council consider this junction to be particularly dangerous for pedestrians. Furthermore, the new primary school site is possibly starting development this year with the sports facilities and this will necessitate more pupils from Mrs Ethelston's crossing the B3165 to use them, as the school will be a split site. A Devon Highways survey has shown that during the day there are already enough people who cross the road in the village centre to justify a zebra crossing but to date lack of funding has not allowed for provision of such a facility. Slowing the traffic would greatly contribute to safety.

The Council have been working with Devon County Highways department for a number of years to establish if there is a solution to either widen or create a pavement there to allow safer passage. As yet however, due to budgetary constraints and the limitations of the surrounding properties, we are still working on a viable resolution.

Thanks to forthcoming support from the Dorset Councillor, Cllr. Belinda Bawden, as well as our Devon County Councillor, Cllr. Ian Hall, and discussions with the new owner of Broadway, reducing the speed of the B3165 to 20mph has become a possibility.

The Parish Council wish to utilise this extra support to lobby the County Highways department to further explore this option, and would be grateful for a letter of support from Lyme Regis Town Council to add yet more pressure to improve this section before a serious accident occurs. If LRTC are content to lend their support to our efforts, I would be grateful if you could write to Uplyme Parish Council, c/o me, at the

Chairman: Cllr. C James

Vice Chairman: Cllr. A. Turner

Cllrs: Mrs E. Daly, P. Hackett, P. Oakley, C. Pratt, Mrs. P. Frost, B. Trundley, Mrs C. Wiscombe.

address above.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Zishan Adamson-Drage', with a stylized flourish at the end.

Zishan Adamson-Drage (Mrs)

Clerk to the Council

Chairman: Cllr. C James

Vice Chairman: Cllr. A. Turner

Cllrs: Mrs E. Daly, P. Hackett, P. Oakley, C. Pratt, Mrs. P. Frost, B. Trundle, Mrs C. Wiscombe.

Committee: Town Management and Highways

Date: 14 February 2024

Title: Hedgehog Crossing Sign

Purpose of the Report

To allow members to discuss asking Dorset Council Highways if they will install a hedgehog crossing sign at Summerhill Road

Recommendation

Members consider and, if agreed, instruct officers to ask Dorset Council Highways if they will install a hedgehog crossing sign at Summerhill Road

Background

1. Cllr Bawden asked for a report so members can discuss approaching Dorset Council Highways to install a Hedgehog Crossing Sign at Summerhill Road.

Report

2. Cllr Bawden received an email from residents in Summerhill Road.

Dear Belinda,

We are writing to ask for your support in having a hedgehog road sign installed at the entrance to Summerhill Road to encourage drivers to take care and to let everyone know that there is a thriving hedgehog population in the street.

We have been support feeding hedgehogs from our garden since last Autumn when we realised that they were passing through regularly (we have hedgehog highway holes in our fence and gate). Sadly in November two hedgehogs were killed by cars in the road. In early December we spotted a hedgehog in our garden during the day and knowing that this was a bad sign, contacted The Hedgehog Hut in Colyford who are currently looking after him until he is well enough to be released in our garden again. Since then we installed a trail cam and realised that we have upwards of 5 or 6 hedgehogs visiting our feeding station every night.

We do everything we can to provide for these hedgehogs but worry about them being hurt by cars.

The Government recently introduced a new hedgehog road sign which we understand Councils are able to install based on need. (See: <https://www.gov.uk/government/news/simpler-road-signs-to-protect-small-animals-and-boost-safety#:~:text=The%20small%20animal%20warning%20sign,quills%20to%20the%20hedgehog's%20back.>)

We would like to request that one of these signs be installed at the entrance to Summerhill Road please. If we need to make this request via a particular channel then we would be grateful for your advice.

3. Cllr Bawden subsequently contacted Dawn Heath, the Dorset Council (DC) team leader for highways, who is investigating the possibility of installation of new hedgehog crossing signs that have recently been released by government to councils, however, DC has no funding or policy for these new signs.

4. Members may wish to support Cllr Bawden's approach to DC Highways by instructing officers to express the town council's support for the initiative.
5. Any recommendations from this committee will be considered by the Full Council on 13 March 2024.

Matt Adamson-Drage
Operations manager
February 2024

Complaints and Incidents Summary – 5 January to 6 February 2024

Members are asked to approach staff in advance of the meeting if they wish for further details of any compliment or complaint.

Complaints and incidents dealt with by LRTC

No.	Date	Incident?	Where?	When did it occur/when noticed?	Item reported to	LRTC action
161	05.01.24	<p>Gone to the Dogs I am saddened and concerned about the recent vote to allow off the lead dogs to roam the beaches at Lyme Regis during the winter season. This decision, which is planned to last until the end of 2026, is already causing problems which urgently need to be addressed. The first, and perhaps most obvious, is the issue of dog fouling. Having spent some time in Lyme Regis over the festive period, I noticed that some dog owners were not removing their dog’s faeces, deciding instead to leave them on beaches where children were playing. This is dangerous, as dog faeces carry a number of nasty bacteria which children can easily ingest (Salmonella, E. Coli, Campylobacter etc). It can also cause toxocariasis, an infection caused by worms in the faeces that can lead to asthma, blindness and seizures. Furthermore, studies show that a build up of dog urine and faeces results in a level of over fertilisation which would be illegal on farmland, and much of that contamination is washing straight into the sea. In short, dog waste from the estimated 12 million dogs in the UK is causing serious environmental damage, and that level of excrement, combined with the raw sewage which is being released into coastal waters, is making the sea around this country increasingly dangerous to swim in. Over 1000 people took</p>	Front Beach	05.01.24	Acting Operations Manager	Replied to email, advised complainant of action LRTC are taking.

		<p>part in the Lyme Lunge this year to raise money for The Alzheimer's Society and Asthma and Lung UK (asthma, of course, being one of the conditions caused by toxocarasis) and many local people dearly love their daily swims. That their enjoyment, and safety, should be jeopardised by inconsiderate dog owners is, to my mind, considerably unjust. Secondly is the issue of disturbance. Sadly, it seems that the majority of dog owners no longer take the time to train their dogs. As a result, many owners do not have control over their dogs once they are off the lead. Their dogs bound off and frequently ignore calls and whistles for them to return. It would be comical if it wasn't for the issues caused by their lack of recall. It must be remembered that not everybody likes dogs, and it is frightening to have a dog bound up to you if you are nervous around them, especially if the animal tries to leap up at you and/or barks. And if you have gone for a quiet walk along the beach, it is distressing to be exposed to continual shouting as dog owners try to call back dogs who clearly have no intention of returning. With such a lack of control, it'll only be a matter of time until somebody gets bitten. Loose dogs also have a marked effect on the birds which overwinter in Lyme Regis. Some, such as turnstones and purple sandpipers, travel all the way from the Arctic to spend the winter foraging along the shore in Lyme, feeding on small invertebrates in the mud and washed up seaweed. As a wildlife lover, it is heartbreaking to watch these birds when there are free roaming dogs on the beaches. Although the birds try to feed, they are continually disturbed as a non-stop stream of dogs chase them away from their food supply, causing them to use up vital energy resources as they evade the dogs. On the 29th December, 2023,</p>				
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		<p>at low tide, I watched a spaniel running around the harbour after turnstones which were desperately trying to feed. Being a sunny day, Lyme Regis was packed, so the harbour should have provided a safe haven for the birds away from the hordes. But instead this dog was allowed to chase them for over half an hour, watched by its owner. I think it's disgraceful that this sort of inconsiderate dog ownership is accepted. These birds cannot go somewhere else - their migration routes are so deeply imbedded that they will continue to return to Lyme Regis even though it is no longer safe. By spring, they need to be in top condition so that they can fly back to the Arctic to breed, but with the beaches of Lyme Regis now being a free for all for dogs, it's debatable whether any of them will make the return journey. As far as I can tell, the general consensus from residents in Lyme Regis is that dogs should be kept on leads in all areas of the town, including the beaches - with perhaps the exception of one beach, such as Monmouth, where they can run free. This is certainly preferable to having them roam free over all of the beaches, particularly those most often frequented by families with children where, as I have discussed, there is a heightened health and safety risk. But instead, it seems that the opinion of many residents has been ignored. I suspect this has much to do with financial gain for the council. In early 2023, Dorset Council increased car parking charges in Lyme Regis. This could potentially turn some tourists away. Deciding to allow dogs full access to all the beaches during winter, I believe, is an attempt to draw some of those tourists back - the dangling carrot to encourage them to part with a £9.00 all day parking fee. But not everybody owns a dog. In fact, as of March, 2023, only 31% of the UK population have pet</p>				
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		<p>dogs. That means a large majority of people are having to share the beaches in Lyme Regis with animals they have chosen to live without. Surely, then, there is an argument for certain beaches to be dog free, so that there is a safe, quiet space for those of us who have chosen to live without dogs to take our daily exercise and for wildlife to forage in peace</p>				
162	11.01.24	<p>I understand you've got the unenviable task of gathering information about the impact of the relaxation of the dogs on the beach rules. Here are 2 photos of dog poo - one near the clock tower and one half way to the kiosk taken yesterday. There was also a dog running on the sandy beach which did a massive one on the water line which promptly got swept away into the swimming area. Too fast for me to get a photo. Will maintain vigilance if that's what's needed</p>	Front Beach / Marine Parade	11.01.24	The Acting Operations Manager	Replied to email, advised complainant of action LRTC are taking.
163	17.01.24	<p>Hi, My wife and I fancied spending a week in your lovely town this spring/summer. We are well aware of how hilly the town is so we thought we would find a B&B with car parking and then drive to the Monmouth beach car park where we would park the car for the day. This would often involve us staying till the evening. So arrival after breakfast at around 10.00 to 10.30 and departure around 21. At a cost of £1.90 per hour this would mean a cost, per day, of £19.00 to £21.00. Assuming we drove to other nearby places on some days that still means a cost of around £100.00 solely for parking in Lyme. Sorry but we will find another resort in the lovely county of Dorset. I guess Lyme is sinking in it's own popularity.</p>	Monmouth car park	Spring/Summer 2023	The Acting Operations Manager	Added to complaints and incidents log for members attention.

164	19.01.24	<p>Can you send my congratulations to WDDC. They have turned one of the nicest beaches on the south coast from a beach for people, to a dog park.</p> <p>All day, everyday. Genuinely awful at the weekends. My daughter doesn't go on the beach anymore because she too scared.</p> <p>I'm glad the views of dog owners nationwide continue to take precedence over residents.</p> <p>Good work everyone</p>	Sandy Beach	January 2024	The Acting Operations Manager	Added to complaints and incidents log for members attention.
165	21.01.24	<p>I write with reference to the above beach. Having spent the last 2 weeks working on the seafront I would like to express my concern as to the amount of dogs running around off leads. I see from your website that dogs are allowed on this beach on a lead, not off one. No one is policing this rule.</p> <p>I find it crazy that the only piece of 'clean' sand for miles is basically being used as a dog toilet with upwards of 15 animals running around without any control and the scene is occasionally chaotic with owners shouting and apologising for their out of control animal while yapping, growling and barking break any peace. Ive witnessed families with very young children playing in the sand which is now basically a big litter tray. I realise the majority of the owners are cleaning up the feaces but all the urine is impossible to clean up and therefore make the beach a very unhealthy place to be.</p> <p>People trying to have a picnics are now having to fend off free running dogs, as if the sea gulls arent pain enough.</p> <p>Why is it necessary for this beach to be used in this way when there are other beaches which can be used along with acres and acres of local green fields? Having talked to others it seems my views are shared by many others.</p>	Sandy Beach	January 2024	The Acting Operations Manager	Added to complaints and incidents log for members attention.

166	25.01.24	<p>I have lived within Lyme area for 72 years. I have walked our dog on sandy beach for years but although I objected to dogs on leads through the winter, the campaign has had an adverse effect for locals. People are coming from far and wide to support Debbie Conibere. I walked our young labrador on the beach, on her lead a couple of weeks ago on a Sunday. The beach was busy Old and young and lots of dogs off leads. For the 1st time we let ours off the lead, she stayed with us and walked as normal. Unfortunately a group of 4 people with 3 large identical hound type dogs used a thrower from close to the promenade and flung their ball over the crowd into the sea. The 3 dogs charge down the beach running straight into our dog sending her in the air. Luckily she was alright.</p> <p>The next day I made a comment on 1 of Debbie Coniberes Facebook pictures supporting dogs off leads saying what had happened she put a reply saying the enforcement officer should have dealt with it. Before I had chance to read this she took my comment down.</p> <p>I would prefer dogs on leads over dogs with inconsiderate owners from other area,s.</p> <p>Had our dogs accident been a young or old or disabled person the outcome could have been a lot more serious.</p> <p>I hope you consider this in any revue.</p> <p>I would prefer dogs on leads over dogs with inconsiderate owners from other area,s.</p> <p>Had our dogs accident been a young or old or disabled person the outcome could have been a lot more serious.</p> <p>I hope you consider this in any revue.</p>	Sandy Beach	January 2024	The Acting Operations Manager	Added to complaints and incidents log for members attention.
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167	31.01.24	I walked in a straight line from the Cobb gate car park to the kiosk parallel to the cart road. There were 10 poos, some with attempts at concealment indicating disregard by dog owners whose dogs are off lead. I'll send the rest and the date in my next email as my phone won't handle them all at once.	Cart Road	31.01.24	The Acting Operations Manager	Added to complaints and incidents log for members attention.
168	31.01.24	To add to your dog database / spreadsheet of events. Approximately 11.35 this morning 30/1/24 near the groyne on the front beach near where the trampolines are usually situated. An elderly man walking from beach huts in the cobb direction threw a ball for a large golden coloured dog . The dog at the location described above deposited a large pile of excrement and then ran off onto sandy beach. The man following behind retrieved the ball and carried on to sandy beach not picking up the dog mess. I went to the spot to mark the position of the offence and Matt Johnson went to the man and advised him of his misdemeanour. He came back to where I was stood and apologised saying that the dog normally kicked his back legs when he does his business and as such is the reason he didn't look to see if the dog had done anything. He picked all the mess up, apologised again and said he would pay more attention the future.	Front Beach	31.01.24	The Acting Operations Manager	Added to complaints and incidents log for members attention.
169	01.02.24	It was such a beautiful day today that I decided to go to the sea front in Lyme, but the whole experience was marred by being confronted by piles of fresh dog faeces along Cart Road right in front of the beach huts (18 & 19 to be more precise). As I actually hired beach hut 19 for 2 months last year and am due to take possession on no. 4 this year, this sight was very upsetting to see. Although I have tried reporting dog fouling episodes to Dorset Council in the past, it never	Cart Road/Beach huts/ Marine parade toilets	01.02.24	The Acting Operations Manager	Added to complaints and incidents log for members attention.

	<p>allows this to be done where the land is not owned by them. This means that previously either on Marine Parade or Cart Road this is not possible to be done and therefore needs reporting to you as landowners.</p> <p>It is bad enough that dogs are now being allowed off-lead on our small sandy beach, but I have heard through several sources that this has now unfortunately caused an increase in the amount of dog fouling around the town, in particular by the sea front.</p> <p>Despite clear signage, this irresponsible dog owner has seen fit to allow their dog to foul in an area well used by pedestrians and beach users and this is not acceptable. I hope that this will be cleared up and more enforcement takes place to deal with this disgusting behaviour in future.</p> <p>I attach photos of the area and it remains here at 1 pm lunchtime today on 1st February 2024. A sad start to a new month on a lovely sunny day.</p> <p>Please see my attached complaint which I sent to Lyme Regis Town Council after my visit to the seafront today in Lyme Regis. May I add that having sent in this complaint and attached photos of the dog's mess in front of the local beach huts on Cart Road, I subsequently encountered fouling outside the public toilets on Marine Parade and on footpaths in the Langmoor Gardens. This is not acceptable and goes to show that having allowed dogs off-lead on the beaches during the winter months in Lyme Regis, this now has unfortunate consequences for all of us.</p> <p>It was noticeable that there were no sea swimmers or children using the beaches on this sunny day due to people now avoiding the area (as I now do). Such a shame that we can no</p>				
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		longer enjoy this beautiful public space due to the inconsiderate behaviour of dog owners. I hope this situation will be rectified by the re-introduction on dogs-on-lead only during the winter months with the complete ban continuing during the summer. This has worked well for the last three years so please let us have these rules back for the future so we can enjoy our town beach again.				
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Complaints and incidents dealt with by Dorset Council

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

No.	Date	Compliment	Where?	Item reported to:	Any further information
104	13.11.23	Cemetery is looking great, very tidy and neat. Its nice to see it in such a good condition.	Cemetery	Acting Operations manager	Passed onto the team
105	02.01.24	Dear Cara, Just a little note to say thanks for your help with my parking fine and setting up the instalment plan, it was nice to be treated like a real person and not speak to a mindless robot. It is really appreciated. Hope you had a lovely Christmas.	Front Desk	Support Services Manager	Passed onto member of staff
106	08.01.24	How lovely to be able to walk our dog on the beach again, we used to visit regularly, had a hot drink and a bite to eat, I understand completely the rules for the summer, but lovely to walk again in the winter long may it last.	Seafront	Acting Operations Manager	Email response sent with thanks
107	07.01.24	Good evening, I am emailing to express my thanks to the council for allowing dogs back on the sand at Lyme Regis once again. I missed being able to take my dog with me alongside my 2 young boys. It was	Seafront	Support Services Manager	Email response sent with thanks

		great to be able to do that today.			
108	07.01.24	Wonderful that the dogs can be back on the beach to run free. At this time of year many of us not steady on our feet cannot manage the stones or muddy footpaths.	Seafront	Support Services Manager	Email response sent with thanks
109	17.10.23	Thankyou for allowing dogs off lead on the sandy beach at Lyme!	Seafront	Support Services Manager	Email response sent with thanks
110	07.01.24	Just a quick email to say THANK YOU for once again allowing dogs off lead on sandy beach this winter. I can't tell you what a difference it has made to me and my dogs. When it was allowed a few years ago I spent most mornings on the beach purchasing a coffee and breakfast while my dogs played beautifully on the beach. It's such a fantastic resource. When it was banned I barely visited Lyme. I'm so happy to be back again. I really hope that in the summer months you'll consider the Cornwall approach, allowing dogs early morning and evening to avoid contact with small children which I totally understand. We are such a county of dog ownership with the vast majority of hospitality and retail establishments allowing dogs so to allow dogs off lead on the beach will only increase footfall and therefore income for the town	Seafront	Acting Operations Manager	Email response sent with thanks
111	08.01.24	I am a resident of Uplyme and a dog owner. At least 5 times per week I walk my dog into Lyme and grab a quick coffee and/or shop. Recently, I have thoroughly enjoyed the experience of being able to allow my dog to run freely and safely on Sandy Beach. Once again thank you for aiding this very well thought out decision to allow dogs and their owners to experience a truly great space	Seafront	Support Services Manager	Email response sent with thanks
112	15.01.24	Dear Town Clerk "John", On behalf of the Rotary Club of Lyme Regis I wish to thankyou and your team for your support again this year with the Lyme Lunge. We got lucky again with the worst of the weather just about holding off for as long as it did!	Lyme Lunge	Town Clerk / Acting Operations Manager	Shared with the team

	<p>As you well know, these events don't just happen, they take a great deal of effort and goodwill from various elements within the community. Your generosity in permitting us to have access to the carpark next to the bowls club was an enormous help for us. We recognize that it is people like yourself and your team, examples being Pete and Mark, that enable us to support worthwhile charitable causes. This year we focused on raising funds for the Alzheimer's society and Asthma and Lung UK. I am sure you will be pleased to know that it looks like we have raised something in excess of £600, which is absolutely amazing and will enable them to continue on with their great work. I feel sure that they would want me to now take this opportunity to thank you and your team on their behalf, which I gladly do. The Lyme Lunge is now firmly established as one of the region's leading festive events and the huge number of participants and visitors not only creates a great day out for everyone but also produces a welcome boost to the general economy of the town. Through your continued support I am confident that will remain so. On that understanding may I also take this opportunity to advise you of our wish to have access to the beach for this event again next year, 2025 and to also ask you to arrange for it to be entered in the official council events diary. If you have any immediate requirements, then please do come back to me. Otherwise, I'll simply await hearing from you in due course with a pre-event meeting date for the purposes of providing you with the Event Management plan and risk assessment for approval etc. Yours sincerely, John Enticott, Event Coordinator.</p>			
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