



John Wright
Town Clerk

Lyme Regis Town Council

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Town Management and and Highways Committee

Core Membership: Cllr M. Ellis (chairman), Cllr G. Caddy (vice-chairman), Cllr C. Aldridge, Cllr S. Cockerell, Cllr M. Denney, Cllr P. Evans, Cllr S. Larcombe, Cllr P. May, Cllr C. Reynolds, Cllr G. Stammers, Cllr G. Turner, Cllr A. Wood

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 9 April 2025** commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
04.04.25

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

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

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

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

AGENDA

1. Public Forum

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

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

2. Apologies

To receive and record 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 26 February 2025 (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 26 February 2025

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

7. Update Report

To 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 2025-26 objectives

9. Town Management and Highways Committee – Objectives

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

10. Seasonal Evening Seafront Attendant

To allow members to consider the recruitment of a temporary part-time seasonal evening seafront attendant and the payment of overtime to existing employees to provide evening cover from 24 May to 7 September 2025

11. Broad Street Bin Store

To allow members to consider taking over the management of Broad Street bin store which is owned by and was previously operated by Dorset Council for commercial waste storage

12. Extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022

To establish by 20 April 2025 if the town council is supportive of Dorset Council's proposed three-year extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022

13. Suggestion for Revised Traffic Arrangements in Lyme Regis

To allow members to consider a suggestion for revised traffic arrangements in Lyme Regis received from a local taxi driver

14. Consultation on the Future of Street Lighting

To allow the committee to consider and comment on Dorset Council's consultation on the future of street lighting and, if considered appropriate, delegate the detailed response to the town clerk in consultation with three members identified by this committee

15. Dorset Council Seafront Waste Collection 2025

To inform members about Dorset Council's seafront waste collection arrangements for 2025

16. Complaints, Incidents and Compliments

Summary of complaints and incidents reported between 22 February to 3 April 2025

17. Exempt Business

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 26 FEBRUARY 2025

Present

Chairman: Cllr M. Ellis

Members: Cllr G. Caddy, Cllr S. Cockerell, Cllr M. Denney, Cllr P. Evans, Cllr P. May, Cllr C. Reynolds, Cllr G. Stammers, Cllr A. Wood, Cllr G. Turner

Officers: A. Mullins (support services manager), AK Mullins (property and projects assistant), P. Williams (acting operations manager), J. Wright (town clerk)

24/69/TMH Public Forum

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

24/70/TMH Apologies

Cllr C. Aldridge – family commitment
Cllr S. Larcombe – holiday

24/71/TMH Minutes

Proposed by Cllr P. Evans and seconded by Cllr A. Wood, the minutes of the previous meeting held on 8 January 2025 were **ADOPTED**.

24/72/TMH Disclosable Pecuniary Interests

Cllr P. Evans declared a pecuniary interest in the MUGA, under agenda item 7, Update Report, as he lived next to the location.

Cllr P. May declared a non-pecuniary interest in agenda item 13, Bridge Over River Lym at Town Mill, as he was a trustee of the Town Mill.

24/73/TMH Dispensations

There were none.

24/74/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 8 January 2025

Monmouth Beach Land Stabilisation Works

The town clerk said in addition to the earth removal from the rear section of the car park, there were some drainage works to complete, which would take a further week. He said a section of Ware Cliff would be fenced off for the drainage works.

24/75/TMH Update Report

Three Cups

The town clerk said a date had not yet been agreed for Palmers' marketing agent to brief the council on the Three Cups.

It was noted that 8 May 2025 would be the 35th anniversary of the closure of the Three Cups, so this would be an opportunity to highlight the issue once again and generate some action from the townspeople to move it forward. Members agreed the council needed to take a tough stance with Palmers and a media campaign around the anniversary would show the public the council was trying its best.

The town clerk said Dorset Council (DC) had compulsory purchase powers so perhaps the town council could ask the ward member to ask DC to consider this, although he suspected DC might not have the appetite for this. He agreed there were things the town council could do to raise the profile of the issue and Palmers' lack of action.

It was agreed a report would be taken to the relevant committee to allow members to consider this more formally.

24/76/TMH Town Management and Highways Committee – Objectives

Members noted the report.

24/77/TMH To receive the minutes of the Traffic and Travel Working Group meeting on 17 February 2025

Proposed by Cllr P. May and seconded by Cllr P. Evans, the minutes of the Traffic and Travel Working Group meeting on 17 February 2025 were **RECEIVED**.

24/78/TMH Town Bus Operating Arrangements and Route

The town clerk said the main consideration for members was whether the service should be registered or a free-to use community service and the arguments for each of these were set out in the report. He said officers believed the service could be introduced by April.

The town clerk said the Traffic and Travel Working Group had discussed the route for the bus and suggested some changes to include Woodmead Halls, Woodberry Down, Garmans Field and Uplyme Village Hall, which would probably mean dropping one circuit of the town. He suggested getting the service up and running with these changes, which could then be reviewed six months after its launch.

Members agreed the service should be a free-to-use community service, with a review of the route in six months. It was suggested the drivers and the passengers could be asked for their suggestions for the route.

A member asked if there was any possibility of DC providing funding for the service.

The town clerk said officers would look into this.

It was noted residents needed to get to Woodmead Halls for elections, which always fall on a Thursday, so this could be a consideration for extending the service in future.

The town clerk said the council could also consider running a service to a local supermarket in future.

Proposed by Cllr P. May and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** that the town bus should be a free-to-use community service, with the route amended initially to include Woodmead Halls, Woodberry Down, Garmans Field and Uplyme Village Hall, with the route to be reviewed after six months.

24/79/TMH Monmouth Beach Garages Roof Replacement

The support services manager read out a letter from A. Ball.

A. Ball said the suggested material was ideal for this application but he suggested there was drip stop, anti-condensation backing to the sheets to avoid further condensation, He said goosewing grey would be more suitable than black or anthracite due to its exposure to the sun, which would cause the sheets to become hot, as well as the garages and their contents. He said goosewing grey would also be the closest match to existing sheets.

The acting operations manager confirmed the sheets would be grey, with drip stop.

A member asked if the proposed material was sea and weather resistant.

The acting operations manager said the sheets had a 15-year guarantee and were the best option for the location.

Proposed by Cllr P. May and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to approve unbudgeted expenditure of £3,800 for roofing sheets and fixings to replace the roofs of eight garages at Monmouth Beach car park.

24/80/TMH Proposed Highways Changes to Broad Street and Cobb Road

The town clerk said DC's plans were at a very early stage and no exact costings had been provided. The proposed changes to Broad Street were a possibility for 2026-27 but this would depend on the allocation of budgets at DC. The town clerk said DC officers had suggested any financial contribution from the town council might help to prioritise the project. He advised that the town council should have an idea of costings and timelines before making any formal comment. He also suggested consultation with Lyme Regis Business Group at an early stage, which would help inform the council's view.

Members were generally not supportive of the proposals for Broad Street as it would result in the loss of valuable on-street parking, create a build-up of traffic, and prevent large lorries from delivering to the town.

However, members saw the benefit of widening the pavement next to Bell Cliff.

Members were more supportive of the proposals for Cobb Square as it would improve pedestrian safety but noted some of the issues in that area could be prevented if shops didn't put their items on the road and vehicles didn't park there for long periods.

The town clerk said DC had no budget available for the Cobb Square improvements and had asked the town council to consider funding it.

It was noted officers would be meeting with Lyme Regis Business Association soon and this would be included on the agenda, after which a further report could be brought to members. It was hoped costings and timelines would also be available by then too.

24/81/TMH Bridge Over River Lym at Town Mill

A member said the bridge was an important access for visitors to the Town Mill area and the businesses at the complex, so it was important it remained and was maintained.

A member asked who would be liable if someone had an accident on the bridge.

The town clerk said the town council would liable if the accident was on the bridge itself, although there had been no claims in the time he had been with the council.

The acting operations manager said all the bridges in the town were subject to inspection from DC's bridge inspector.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** that the council takes responsibility for the maintenance of the bridge over the River Lym at the Town Mill.

24/82/TMH Council Offices

The town clerk asked members to consider the proposal for council meetings to take place at the new offices.

Members generally agreed meetings should be held at the new council offices as the Guildhall was not fit-for-purpose, with poor acoustics and members sitting with their backs to the public.

One member felt Full Council meetings should still be held at the Guildhall as they required a level of formality. However, it was noted members didn't have to decide at this point which meetings to hold in the new offices, only whether to turn the space into a meeting room.

The town clerk said work was due to start on site on 3 March 2025 and would be completed by 4 May 2025.

Proposed by Cllr P. May and seconded by Cllr P. Evans, members agreed to **RECOMMEND TO FULL COUNCIL** to make available facilities for council meetings to be held in the new council offices.

24/83/TMH Complaints, Incidents and Compliments

Members were disappointed to see more complaints about dogs' mess but it was acknowledged DC enforcement officers were rarely in Lyme Regis to deal with these issues.

The acting operations manager said council staff did pick up dogs' mess if they saw it.

24/84/TMH Chalet Site at Monmouth Beach

Proposed by Cllr M. Ellis and seconded by Cllr G. Stammers, 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 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.

24/85/TMH Exempt Business

a) Chalet Site at Monmouth Beach

The town clerk asked members to consider whether the recent action taken by the 'owner' to put a new chalet on the site was sufficient and therefore an extension should be granted, or the council should serve notice to quit and formally pursue the recovery of the site. He said if an extension was allowed, a replacement chalet would not be installed until the end of the season as major construction work would not be allowed during the season and consents had not yet been granted.

Members agreed the situation had gone on long enough and as there was no prospect of a replacement chalet being on the site by 31 March 2025, as per the council's previous decision, the site should be repossessed.

Proposed by Cllr M. Ellis and seconded by Cllr P. May, members agreed to **RECOMMEND TO FULL COUNCIL** that as there is no evidence of any building on the site of chalet 18 Monmouth Beach and it would be impossible to meet the previous deadline of 31 March 2025, the council should serve notice to quit.

The meeting closed at 8.06pm.

Committee: Town Management and Highways

Date: 9 April 2025

Title: Matters arising from the minutes of the Town Management and Highways Committee meeting held on 26 February 2025

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

24/78/TMH – Town Bus Operating Arrangements and Route

The minibus will be delivered to the council on 8 April 2025.

A further meeting has been held with volunteers and driver training, insurance, licensing, timetable and a range of other issues are all being finalised.

The intention is that the service commences on 7 May 2025.

24/79/TMH – Monmouth Beach Garages Roof Replacement

Work on the replacement roof will commence as soon as possible. In the meantime, one garage has become vacant and this will be held empty until after the works have finished.

24/80/TMH – Proposed Highways Changes to Broad Street and Cobb Road

The town clerk has contacted Dorset Council officers on two occasions to establish the cost of the proposed highway changes to Broad Street and Cobb Road. In response to the town clerk's last email, a Dorset Council officer responded on 27 March 2025 and stated they are, 'almost there with the costs for Broad Street', they are 'concentrating on Broad St for now, given resources' and they'd 'check with the design team' about Cobb Road.

On 17 March 2025, a meeting took place with Lyme Regis Business Association. During the meeting, the town clerk told the association about the proposed highway changes to Broad Street and Cobb Road.

The business association representatives said they would discuss the proposed changes with their members and get back to the town council. No response has been received.

24/81/TMH – Bridge Over River Lym at Town Mill

Dorset council has been notified of this council's decision with regard to the bridge and it has been put on the basis that this is a reciprocal arrangement, i.e., that Dorset Council must also commit to manage and maintain the linking steps and pathway from its Bridge Street car park.

The bridge decking will require further minor repairs during the current year and these are programmed to take place shortly.

24/84/TMH – Chalet Site at Monmouth Beach

The chalet 'owner' has been informed of the council's decision to repossess the site and the matter is being further discussed with the council's solicitor at a meeting on 4 April 2025. Any further verbal update will be provided at the meeting.

Mark Green
Deputy town clerk
April 2025

Committee: Town Management and Highways

Date: 9 April 2025

Title: Update Report

Purpose of the Report

To inform members about progress on significant works and issues

Report

Perimeter wall – Churchyard

Progress with this project continues to be much slower than anticipated and it is not being treated as a high priority with the various other projects currently ongoing. The helpful input of Dorset Council's conservation officer has been obtained and an application for Listed Building Consent will be submitted as a result of this advice, which has confirmed the wall can be treated as a Grade II structure. Historic England has also input to this conclusion, minimising the risks of proceeding and simplifying the process considerably.

As set out in the objectives report elsewhere on this agenda, the anticipated timescale for undertaking the repairs is autumn 2025 and Crickmay Stark have now been instructed to progress this matter on the council's behalf following poor performance by the previously appointed agent.

Cemetery Lodge

This project is progressing well, currently largely on programme, and on budget. The anticipated completion date was the last week of March 2025 and a final 'snagging' meeting will be held on site on 4 April 2025. Following any final snagging works, members will be invited to view the site as part of an official 'opening'.

The works will completely transform the overall utility of the building and preserve an important roadside building within the cemetery Conservation Area.

Replacement Amenities Hut

As previously reported, work was completed on the new amenities hut prior to Christmas, we have received practical completion from Dorset Council building control, and the building is now entirely complete and the building is in full, operational use by both the amenities and gardening teams.

Some issues have been experienced with the 5G signal to the premises occasionally 'dropping out' and this seems to correlate to good weather and busy periods in the town. Alternative data providers are being tested, failing which, alternative solutions may need to be employed; potentially involving a hard-wired line at additional cost. Lack of consistent connection affects various systems on-site, including card payment.

Office Project

A full, detailed report was taken to Full Council on 12 February 2025. As agreed, a negotiated tender for the required works has been finalised with Bagwells Ltd of Sidmouth and they commenced work in early-March with anticipated completion during mid-May.

The detailed logistics of any move and how best to maintain the full range of council services and functions during any transition period, including the possibility of a short period of office closure during the transition from one building to the other was discussed separately at the chairmen's meeting on 24 February 2025 and will be discussed again on 14 April 2025. A calendar of meetings has been adopted which facilitates this transition.

Work on site is progressing well with all of the required openings formed, new stud partition work in place and mechanical and electrical work now being addressed. This latter work will involve some separation of existing services and the development trust has agreed to meet this aspect of cost, it having been raised by them as a concern to ensure accuracy and transparency within their service charge arrangements to individual tenants within the building.

Legal work regarding the required new lease has lagged behind other aspects of the project but the council's solicitor has now received a draft lease which is being discussed with him at a meeting on 4 April 2025.

With the taking on of unit 5, the use of unit 6 as a much-improved new meeting facility and with the heating and electrical systems on site now having been fully investigated and understood by the council's contractor (there were no available plans or detailed specifications available prior to the actual works commencing) it is clear that the initial budget of £100k will not be adequate.

A report will be taken to the Strategy and Finance Committee on 30 April 2025, but the latest and detailed final cost estimate is approximately £150k. This sum is still a very small fraction of any new-build option, or the cost of the required repairs to the existing office. The move will result in a vastly improved facility for staff, members and the public and will reduce overall running costs going forwards. In addition, the sale of the existing premises is anticipated to produce a receipt several times the overall cost of the move.

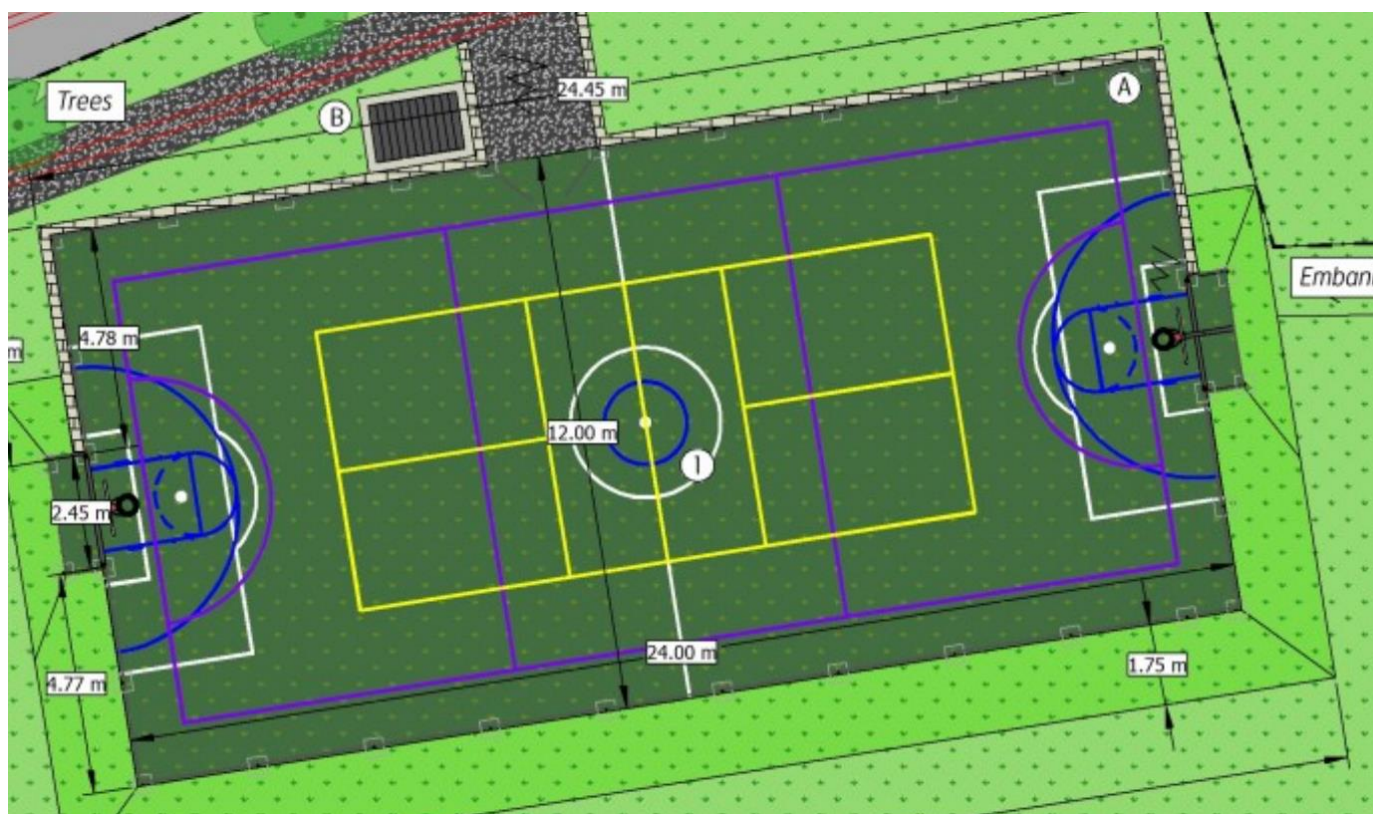
The Three Cups

As has been reported previously, the owners of The Three Cups are seeking a joint venture partner to, hopefully, help bring forward the development of this site.

In the meantime although it has not proved possible to arrange the intended meeting with the Palmer family referred to at the last meeting of this committee, a meeting is being arranged with Palmer's agent, the mayor, the MP and ward member to discuss the future of the site, to express the council's frustration at its continued lack of use and the impact this is having on the town and to explore any possible ways forward.

MUGA

A detailed update report was taken to Full Council on 12 February 2025 and good progress continues to be made. Work has commenced on removing the BMX humps and levelling and seeding the land. The MUGA and associated ground and access works will be undertaken by Sovereign commencing on 2 June 2025 and the proposed design is shown below and includes line markings for football (white), basketball (blue), pickleball (yellow) and netball (purple).



The overall programme of works extends until mid-July. This will mean the MUGA is available to be used during the school summer holidays.

The overall budget for all works will be significantly less than the approved budget of £150k. The anticipated total cost is just under £100k, including all ground and path works plus the replacement of the deteriorated path through the adjoining young children's play area.

Harbour Store

Work is complete and the building is in use. The only outstanding task is to install the approved biodiesel tank, which has finally been delivered to site. It will be installed w/c 7 April 2025.

The existing 'enforcement hut' in the Monmouth Beach car park has now been removed, allowing an additional two car parking spaces to be created.

The Gazebo

As previously reported, work to the Garden Pavilion (gazebo) has been completed by the council's outside works team to a high standard and at a very considerable cost saving to the council.

New memorial benches will be provided in the shelter, and these have been offered in accordance with the council's recently agreed policy. Demand has been limited to date and they will now be offered to those on the council's memorial tree waiting list, many of whom had also expressed interest in a bench, if available.

20mph Speed Limit Proposals

There is still no further news from Dorset Council about when the next stage of public consultation may commence. Any verbal update will be provided at the meeting.

Woodmead Car Park Drainage Works

These works have been completed. The final cost is anticipated to be approximately £107k, including all associated professional fees. The approved budget was £130k. The final cost includes additional work in the overflow car park to raise ground levels in the 'far' corner to further protect adjoining private residences. It also includes a substantial increase in the main drain diameter from the originally intended 150mm to 300mm. This change provides considerably greater storage capacity within the drain system and will attenuate flows to the adopted system, reducing the likelihood of overflow discharge to the river.

Day Hut Site at Monmouth Beach

The day hut site at Monmouth Beach is now wholly back in the council's control and a replacement hut and its marketing is being progressed.

Land Stabilisation Works at Monmouth Beach

Despite some initial issues with the sub-contracted supply of trucks to remove the earth from site, the main contractor made good overall progress and the land stabilisation work has now been completed.

In the end, more than 190 lorry loads of material were removed from site compared with the originally quoted 150. In addition, further on-site drainage works were undertaken to better allow the site to drain without adversely affecting chalet premises and new stabilisation and access works were undertaken on western beach.

Although the contract was extended by about two weeks and was hampered by an additional fall of material and trees whilst works were ongoing, the approved budget of £133k has not been exceeded. With only some repair works to the car park to be undertaken, approximately £14k remains unspent. A quote for those repairs is currently awaited.

Beach Replenishment

No information has yet been received from Dorset Council about likely dates for beach replenishment in 2025. Any verbal update will be provided at the meeting.

Mark Green
Deputy town clerk
April 2025

Committee: Town Management and Highways

Date: 9 April 2025

Title: Town Management and Highways Committee – Objectives

Purpose

To allow members to review progress of the committee's 2024-25 objectives

Recommendation

Members note the report

Background

1. During the 2024-25 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 2024-25 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 8A**. Progress with objectives is updated continuously. 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 14 May 2025.

Mark Green
Deputy town clerk
April 2024

APPENDIX 8A

Objective	Budget £K	Completion date	Lead officer	Committee	Comments
Replace lamp heads and refurbish lamp columns	20	March 2025 December 2024	PW	TMH	<p>2024-25 will be year two of a four-year rolling programme of replacement and refurbishment.</p> <p>17 lamp heads ordered, delivery date TBC. Quotes obtained for lamp column refurbishment and contractor appointed, start date TBC.</p> <p>Lamp heads installed but a further two required and will be ordered.</p> <p>Final lamp head to be delivered 12 November 2024. All lamp columns have been refurbished.</p> <p>Final lamp head delivered on 22 November 2024 and fitted.</p>
Replace car park machines	5	March 2026	NC	TMH	<p>2024-25 will be year two of a four-year rolling programme. This budget will not be spent in 2024-25 due to issues with the parking machines. The budget for 2023-24 and 2024-25, a total of £10k, will be accrued to 2025-26.</p> <p>The faulty machine at Monmouth Beach will be replaced free-of-charge by Flowbird. A report will be brought to Strategy and Finance Committee on 9 October 2024 or to Full Council on 23 October 2024 to allow members to consider options for car parking machines.</p> <p>Agreed at the Full Council meeting on 23 October 2024 to appoint IPS to replace three car parking machines at Woodmead car park. Installation date to be confirmed.</p>

					<p>Installation and commission dates are 13 and 14 January 2025.</p> <p>Machines installed as planned in January 2025 and are working well.</p>
Replace gardens' handrails	10	<p>March 2025</p> <p>October 2024</p> <p>March 2025</p>	PW	TMH	<p>2024-25 will be year two of a five-year rolling programme.</p> <p>2024-25 work is proceeding to programme.</p> <p>There is £5k remaining in the budget, which will be used to complete the outstanding work in 2024-25. Officers are optimistic the programme can be completed in 2025-26.</p>
Drainage at Woodmead car park	50	<p>December 2024</p> <p>June 2025</p> <p>31 March 2025</p>	MG	TMH	<p>Works to commence in October 2024.</p> <p>Peter Chapman to complete tender specification. Report about likely cost increase to Full Council on 4 September 2024. Revised budget estimate £130k.</p> <p>Tender specification completed. Report elsewhere on this agenda about details, likely cost and delivery. Given likely cost increases and delivery timescales, this project may have to go through the budget-setting process for 2025-26.</p> <p>It was agreed by the Strategy and Finance Committee on 9 October 2024 to proceed with the planned work as soon as possible. Tender documentation to be sent out during November, with tender return by the end of November. The intention is to start work early in 2025, with a</p>

					<p>completion by Easter, although this is dependent on contractor availability and lead-in time.</p> <p>Contractor appointed and start date of 3 February 2025 agreed. Completion prior to Easter 2025.</p> <p>Works complete, on programme and under budget.</p>
Repair church walls	30	<p>July 2024</p> <p>March 2025</p> <p>TBC</p>	MG/AKM	TMH	<p>2024-25 is year two of a three-year programme. The remaining 2023-24 budget of £25k has been accrued to 2024-25, giving a total budget of £55k in 2024-25. Further works may be required in 2025-26.</p> <p>Repairs notices to be served on all neighbouring properties. Work is likely to start in September/October 2024.</p> <p>Repairs notices served, but Diocesan Registrar now involved in permissions process, which may delay implementation.</p> <p>A full survey has been received, which suggests a total cost significantly above budget. Discussions are ongoing with the surveyor, the Diocesan Registrar and Dorset Council's conservation team.</p> <p>Listed Building Consent application to be submitted prior to works commencing, probably in late-summer/early-autumn 2025.</p>
Purchase a mulching mower	1,75	June 2024	MAD	TMH	<p>Order has been placed, delivery is expected by June 2024.</p> <p>Mower has arrived.</p>

Replace BBQ bins	2,73	<p>June 2024</p> <p>October 2024</p> <p>March 2025</p>	AT	TMH	<p>Order has been placed, delivery is expected in June 2024.</p> <p>Delivery expected in July 2024.</p> <p>Bins not yet delivered. Order being chased. Delivery of six bins expected in October 2024.</p> <p>Bins have arrived and are in store, ready to be installed before end of March 2025.</p>
Office move and disposal of existing office	100	<p>December 2024</p> <p>March 2025</p> <p>Office move – 31 May 2025</p> <p>Disposal of office – TBC</p>	MG	TMH	<p>Office move will commence in July 2024. Work on the new office will be undertaken in October/November 2024. Disposal of the existing office will be progressed during 2024, with an intended date for disposal of spring 2025.</p> <p>Measured survey of St Michael's building imminent. Building regulations required for some works. ICT discussions ongoing. Anticipated completion date extended to March 2025. Project expected to be contained within budget. Update report on office move to Full Council on 17 July 2024. Selection of professional advisors to be reported to Full Council on 4 September 2024.</p> <p>Measured survey undertaken and plans produced for initial consideration. Legal HOTs produced and draft lease with solicitors. Vacant possession of Unit 6 secured and discussions with museum about their relocation from Unit 1 to Unit 2 ongoing, anticipated timescale for their move October 2024, at which point full vacant possession of all areas will be secured.</p>

					<p>Architect will produce tender documents, deal with all necessary permissions and consents and will invite tenders from suitable contractors asap. Work on IT and telephony ongoing.</p> <p>Final plans received. Tender documents are being produced, with a view to seeking prices prior to Christmas.</p> <p>Negotiated rates will be included in comprehensive report to Full Council on 12 February 2025. Work to commence as soon as possible thereafter.</p> <p>Strategy and Finance Committee on 29 January 2025 approved the appointment of Bagwells Ltd of Sidmouth to carry out the works.</p> <p>Pre-commencement meeting with the approved contractor took place on 11 February 2025. Work is expected to commence in early-March 2025 and be complete in early-May.</p> <p>Draft sales particulars elsewhere on this agenda for member approval.</p> <p>Contractor commenced work. Update report elsewhere on this agenda. Estimated completion mid-May 2025.</p>
Guildhall repairs	50	November 2024 March 2025 October 2025	MG/PW/AKM	TMH	<p>Work will be undertaken in September/October 2024. Works will involve the repair of the roadside window closest to the office and the repair of the passageway gable wall.</p> <p>This project has slipped. External and staff input</p>

					<p>on building projects has been prioritised on amenities hut, harbour store, cemetery lodge, MUGA and office move/sale.</p> <p>Anticipated timescale now autumn 2025 or to coincide with any works to existing office building by new owner.</p>
Refurbish cemetery lodge	125	<p>December 2024</p> <p>February 2025</p> <p>March 2025</p> <p>Early April 2025</p>	MG	TMH	<p>Bat roost assessment will be undertaken on 16 May 2024. Planning permission to be submitted in June 2024. The tender return date is 12 June 2024. Contractors are expected to be on site in October 2024.</p> <p>Tenders received and reported to Full Council on 17 July 2024. Bat roost survey has shown there are no bats roosting in the roof space.</p> <p>Minster Builders Ltd selected and appointed as contractor. Planning and building regulations applications submitted. Contractor has submitted detailed programme of works commencing on 7 October 2024 for 20 weeks.</p> <p>Work on site has commenced.</p> <p>Work proceeding well and on programme/budget. Anticipated completion late March 2025.</p> <p>Update report elsewhere on this agenda. Final 'snagging' meeting 4 April 2025. Estimated completion and handover mid-April. Works on budget.</p>
Repairs to Bell Cliff steps and railings	25	TBC	MG/AKM	TMH	<p>Further discussions to take place with Dorset Council to determine the status as adopted highway. Meeting scheduled for 4 June 2024</p>

					<p>with the relevant Dorset Council director.</p> <p>Meeting took place with the director and agreement was reached that the town council could proceed with the works. Specification and start date to be sent to Dorset Council as highway authority.</p> <p>Detailed specification being prepared. This work is likely to require planning permission and Listed Building Consent. Timescale for delivery likely to be late-2025.</p>
Repairs to Candles on the Cobb Pavilion	15	<p>August 2024</p> <p>November 2024</p> <p>January 2025</p> <p>March 2025</p>	PW/AKM	TMH	<p>MAD to work with the operations supervisor to deliver the project. Work to take place outside of the football season.</p> <p>Specification of required works agreed. Crickmay Stark to draw up schedule of works and quotes to be obtained. Start date uncertain but as soon as possible. Costs can be contained within budget.</p> <p>Contractor not yet appointed, difficulty in obtaining responses. Further attempt to be made to appoint a suitable contractor asap.</p> <p>Local contractor appointed. Work planned for very early in the new year but work is weather dependent. The external work is expected to take three days to complete.</p> <p>Work commenced in January 2025. External plaster has been removed and waiting for building structure to dry out before further work can be complete.</p>

					Work being completed w/c 31 March 2025.
Install a defibrillator at the amenities hut	1,5	October 2024 November 2024	AT	TMH	<p>The defibrillator will be installed following the completion of the new amenities hut, programmed for early October.</p> <p>Now programmed for early-November.</p> <p>Defibrillator installed.</p>
Install a secure card link at the amenities hut	15	May 2024	MAD	TMH	<p>Officers are investigating a new wireless payment system for the amenities hut.</p> <p>Now using 4G/5G and fully operational.</p> <p>See update report elsewhere on this agenda. Some problems now being experienced with 5G and solutions being investigated</p>
Recommendations from the Traffic and Travel Working Group, including improvement of the town bus	10	<p>March 2025</p> <p>????? timescale now not within control of town council</p>	<p>MAD</p> <p>MG</p>	TMH	<p>Projects will include the 20mph zone, improvements to the town bus, improving pedestrian safety on Cart Road and park and ride.</p> <p>Council agreed to allocate £5,500 of the budget to two new speed indicator devices on Sidmouth Road. Report taken to Full Council on 17 July 2024 to allow members to consider the results of the public consultation on the proposed 20mph zone and agreed to hold further discussions with DC officers about scope of scheme. Discussions taken place and options in report elsewhere on this agenda.</p> <p>Following a recommendation from this committee, it was resolved by the Full Council on 23 October 2024 to make a draft application to Dorset Council for a 20mph scheme in Lyme</p>

					<p>Regis.</p> <p>Application for 20mph scheme made to Dorset Council and approved by their Panel on 29 November 2024. Further consultation to be undertaken by Dorset Council in due course, precise timescale uncertain.</p> <p>Town bus has been ordered. Meetings with volunteers have taken place. Good progress is being made with operational requirements.</p> <p>Bus to be delivered 8 April 2025 and all other arrangements being put in place for commencement of service on 7 May 2025.</p>
Install new and replace existing CCTV	86	<p>October 2024</p> <p>?????</p>	MG	TMH	<p>The installation of new cameras has been carried over from 2023-24 and the replacement of existing CCTV is a new project for 2024-25. Four of the six new cameras are operational and can be viewed in real time from the control room at the shelters. Arrangements for linking to the Dorchester control centre still need to be agreed with Dorset Council. An initial meeting has now taken place. Planning permission is awaited for the skatepark camera. The Baptist Church camera will be installed once their external works are complete.</p> <p>Planning permission obtained for camera and pole at the skatepark. Revised quote obtained for taking an electric supply to that camera but officers are investigating a solar powered camera. Detailed response from Dorset Council about connection to control centre still awaited and being chased.</p>

					<p>Skatepark camera to be solar powered. £7k cost saving. Responses STILL awaited from Dorset Council on multiple issues.</p> <p>Progress now being made with Dorset Council/BT. BT will install a link in the Marine Parade Shelters control centre to enable transmission of images to the Dorchester control centre.</p> <p>Agreed nine seafront cameras have been installed and four are live. Some additional connection works are required for the remaining five.</p> <p>The skatepark camera will be installed w/c 24 February 2025. The Baptist Church camera has been installed. All other cameras are installed and operational but currently can only be observed locally as there are ongoing issues with Dorset Council and BT regarding the link to the control room in Dorchester.</p> <p>Skatepark base and pole installed. Full Fibre connection to control room to allow transmission of data to Dorchester control centre still not complete but this is a matter between BT and DC and is ongoing.</p>
Determine the use of the trailer park and accreted land	N/A	May 2024 July 2024 ???????	MG	TMH	<p>This project has been carried over from 2023-24. The lease is with the council's solicitor, awaiting completion.</p> <p>Having agreed terms with the relevant head of service and members of this council agreeing terms, Dorset Council has referred the lease to</p>

					<p>their property team and it is awaiting signature. Dorset Council has not paid the invoice and debt collection procedures are being implemented.</p> <p>Dorset Council has agreed to pay the value of the previous lease until the new lease has been resolved. Officers have given Dorset Council until the end of November to complete lease negotiations and confirm payment.</p> <p>Lease not yet finalised but all HOT's agreed. Dorset Council being chased for further progress.</p>
Replace Langmoor Room door	7	<p>June 2024</p> <p>October 2024</p>	MAD	TMH	<p>This project has been carried over from 2023-24. Quote obtained for £2,900.</p> <p>Order placed. Long lead time of 8-10+ weeks.</p> <p>Door has been replaced.</p>
Remedy water ingress to the Jubilee Pavilion	35	<p>May 2024</p> <p>July 2024</p>	MG	TMH	<p>This project has been carried over from 2023-24. Contractors on site w/c 3 June 2024 to complete.</p> <p>Work completed. Budget overspend of c.£1k.</p>
Undertake refurbishment of harbourmaster's store	125	<p>October 2024</p> <p>November 2024</p> <p>Completed mid-December 2025</p>	MG	TMH	<p>This project has been carried over from 2023-24. Tender documents have been sent out and report elsewhere on this agenda.</p> <p>Tenders considered by Town Management and Highways on 5 June 2024. Formal appointment of contractor at Full Council on 17 July 2024.</p> <p>Works are nearing completion, only minor electrical and external works to be completed, plus installation of a biodiesel tank. Fire extinguishers to be installed mid-November.</p>

					<p>Building works complete and only installation of bio-diesel tank awaited. All other external works complete, including creation of additional outside secure storage space.</p> <p>External works' team is now occupying the store and the beach rake is being stored there. Delivery of biodiesel tank overdue and being chased.</p> <p>Biodiesel tank delivered to site and will be installed w/c 7 April 2025.</p>
Footpath repairs in the gardens	100	<p>November 2024</p> <p>March/April 2025</p> <p>Autumn 2025</p>	<p>MAD</p> <p>AT</p> <p>PW</p>	TMH	<p>This project has been carried over from 2023-24. Trial work is expected to start in June 2024. It will be prudent to undertake the full works in autumn 2024.</p> <p>Trial completed in July/August 2024. No further works to be undertaken until trial area has experienced one full winter to assess performance.</p> <p>Peter Chapman preparing a specification for all remaining paths in gardens prior to going out to tender for works this autumn. Mixture of gravel, edge repairs and full repairs. Report to be brought to committee for approval prior to tenders being sought.</p>
Install outdoor gym equipment	25	August 2024	<p>MAD</p> <p>AT</p>	TMH	<p>This project has been carried over from 2023-24. Quotes to be considered by the Town Management and Highways Committee on 5 June 2024.</p> <p>Fresh Air Fitness selected as the supplier.</p>

					<p>Site meeting with contractor mid-October.</p> <p>Equipment installed and open to the public. Fitness demonstration for the public with Fresh Air Fitness took place on 9 November 2024.</p>
Replace the amenities' hut	157	<p>October 2024</p> <p>November 2024</p> <p>Completed mid-December 2024</p>	MG	TMH	<p>This project has been carried over from 2023-24. Work has been ongoing since 25 April. It is an 18-week construction programme. Temporary arrangements in place.</p> <p>Work is ongoing, completion date in September 2024. Project is currently on budget and slightly ahead of programme. Member 'open day' to be arranged post completion.</p> <p>Final completion delayed by problems with meter change and electrical connections/testing. New date for practical completion is 6 November 2024.</p> <p>Final completion mid-December 2024.</p> <p>Building is complete and ready for occupation. Mini golf team started using the building from 15 February 2025. Official opening taken place.</p> <p>Building fully operational and being used by amenities and gardening teams.</p>
Monkey bars for Anning Road play park	5	July 2024	<p>MAD</p> <p>PW</p>	TMH	<p>This project has been carried over from 2023-24. Equipment to be installed by the external works' team.</p> <p>Equipment has been delivered and is awaiting installation.</p> <p>Bars installed and 'spider's web' retained.</p>

Develop a multi-use games area at Anning Road Playing Field	150	December 2024 April 2025 July 2025	MG/AKM	TMH	<p>This project has been carried over from 2023-24. Planning permission will be required. The intention is to remove the BMX humps, relocate the football pitch and construct the MUGA during the summer period.</p> <p>Quotes being obtained from MUGA providers. Report to Full Council on 17 July 2024 to allow members to approve the change of location and to consider quotes. Further public consultation carried out with residents living closest to the proposed site.</p> <p>Geotechnical engineer Peter Chapman has done a drawing and specification for a retaining wall, which is being shared with MUGA providers to obtain a revised quote. The intention is to choose a provider and proceed with the work as soon as they are able to mobilise, with completion asap. Report to Full Council on 12 February 2025.</p> <p>Update report was taken to Full Council on 12 February 2025. Sovereign selected as the contractor. The start-date is w/c 2 June 2025, with completion in late-July. The BMX humps will be removed and the land levelled during March 2025.</p>
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Committee: Town Management and Highways

Date: 9 April 2025

Title: Town Management and Highways Committee – Objectives

Purpose

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

Recommendation

Members note the report

Background

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

Report

3. Members can review progress on the objectives at each meeting.
4. This committee's 2025-26 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 9A**. Updates are highlighted in yellow.
5. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

John Wright
Town clerk
April 2025

APPENDIX 9A

Reinstate a town bus service	55	MG	TMH	May '25	The bus, a 17-seater Peugeot 1.9 diesel manual, is scheduled for arrival in the first week of April. Registration, driver training, DBS checks, the timetable, rotas, livery and publicity are in processes. The launch is scheduled for 7 May 2025.
Relocate the council's offices to St Michael's Business Centre	100	MG	TMH	May '25	Building work in progress. Occupation scheduled end-May 2025.
Undertake work to church walls	55	MG	TMH	October '25	Project allocated to Crickmay Stark.
Undertake repairs to garden paths in the Langmoor and Lister gardens	200	MG	TMH	March '26	The 2025-26 budget of £100,000 has been accrued into 2025-26 and increased by a further £100,000. Work scheduled to commence November 2025. Project allocated to Chapman Geotechnic.
Complete the installation of CCTV cameras and secure a link to Dorset Council's control centre	86	MG	TMH	May '25	All cameras fitted. Pole to be erected at skatepark w/c 31 March 2025. Internal connectivity issues to be resolved along with connection to the control centre at Dorchester.
Undertake strawberry Fields' options' appraisal	10	MG	TMH	March '26	Dorset Council local plan considerations need to be undertaken.
Undertake repairs to the Guildhall window and passageway	100	MG	TMH	November '25	The 2024-25 budget of £50,000 has been accrued into 2025-26 and increased by a further £50,000. Project allocated to Crickmay Stark. Initial plans complete.
Undertake repairs to Bell Cliff steps and railings	25	MG	TMH	November '25	Project allocated to Crickmay Stark.
Replace and repair	10	SO	TMH	March '26	This is year three of a five-year programme.

gardens handrails					Officers are optimistic the programme can be completed ahead of schedule.
Purchase a cement mixer	1	SO	TMH		
Dispose of the council's Church Street office	10	MG	TMH	December '25	
Undertake a feasibility study for the cadet hut site	4	MG	TMH	December '25	
Undertake joint works to The Lynch with Dorset Council	7	MG	TMH	March '26	This is dependent on Dorset Council commitment; in June 2024, a Dorset Council director indicated Dorset Council would be prepared to consider joint funding for works to The Lynch.
Undertake earth removal at Ware Cliff	120	MG	TMH	March '25	Work brought forward from 2025-26 and completed March 2025.
Include a secure area in new offices at St Michaels	5	MG	TMH	May '25	Included as part of the overall specification for the office move to St Michael's Business Centre
Purchase a ride on mower	15	SO	TMH	April '26	
Undertake initiatives identified by traffic and transport working group	10	SO	TMH	March '26	As identified by the Travel and Transport Working Group and recommended to the Full Council by the Town Management and Highways Committee.
Install two additional day huts	10	MG	TMH	June '25	

Committee: Town Management and Highways

Date: 9 April 2025

Title: Seasonal Evening Seafront Attendant

Purpose

To allow members to consider the recruitment of a temporary part-time seasonal evening seafront attendant and the payment of overtime to existing employees to provide evening cover from 24 May to 7 September 2025

Recommendation

Members approve the recruitment of one temporary part-time seasonal evening seafront attendant and overtime payments to existing employees to provide evening cover from 24 May to 7 September 2025 at an unbudgeted cost of £8,831.21

Background

1. In previous years, the council has recruited evening seasonal seafront attendants to empty litter bins along the seafront, car parks and public gardens; in 2024, the council allocated £16,000 to employ evening seafront attendants between April and October.
2. Evening seasonal staff support the work of the town council's cleansing operative and seafront attendant who work throughout the summer period from 6am until at least 6pm; on three days the seafront attendant works until 8pm.
3. At the Strategy and Finance Committee meeting on 6 March 2024 the town clerk proposed an alternative arrangement, stating:

‘the council had struggled to recruit to these posts to undertake this work in the past. Officers believed there was scope for existing staff to cover the peak periods during Easter and Whitsun, so it would only be necessary to employ staff from June to August, therefore reducing the cost. He said officers could have discussions with staff about doing this on an overtime basis.

Report

4. There is no provision in the 2025-26 budget to employ evening seafront attendants or to pay overtime to existing employees, however, there is arguably a need to provide this cover.
5. The evening seafront attendant would be paid at spinal column point 16, or £15.33 per hour.
6. The acting operations manager has spoken to the external works team and several employees are interested in covering evening shifts, but one temporary part-time employee is needed to ensure full evening cover is provided between 24 May and 7 September 2025.
7. The total cost of overtime and recruiting a temporary part-time time for this period is £8,831.21

8. Any recommendations from this committee will be considered by the Full council on 14 May 2025.

Pete Williams
Acting operations manager
April 2025

Committee: Town Management and Highways

Date: 9 April 2025

Title: Broad Street Bin Store

Purpose of Report

To allow members to consider taking over the management of Broad Street bin store which is owned by and was previously operated by Dorset Council for commercial waste storage

Recommendation

Members approve entering into an agreement with Dorset Council to take on the management of the Broad Street bin store for commercial waste storage

Background

1. Dorset Council owns a bin store in Broad Street which up until early-2024 was used for the storage of commercial waste. Following rat infestation and intervention by its environmental health team, Dorset Council closed the bin store and relocated commercial bin storage to below the old sea-defence wall to the east of Cobb Gate.
2. From 31 March 2025, or 31 March 2027 for micro-firms¹, all businesses and non-domestic premises workplaces in England who employ 10 or more full-time equivalent employees have a legal duty to present the following wastes separated in accordance with the arrangements with their waste collector:
 - dry recyclable materials - plastic, metal, glass, paper and card
 - food waste
 - black bin waste (residual waste)
3. If they do not comply with these requirements, they are at risk of receiving a compliance notice from the Environment Agency.
4. From April 2025, the general public and other parties will be able to report workplaces that do not follow these rules to the Environment Agency.

Report

5. The introduction of the legal requirement to separate commercial waste into dry recyclables, food waste and residual waste puts further waste management pressures on local business.
6. To alleviate some of this pressure, officers have been talking to Dorset Waste about taking over the management of the Broad Street bin store. The store can hold approximately seven

¹. Micro-firms are workplaces with less than 10 full-time employees in total. This relates to the total number of full time or full-time equivalent employees in a business, rather than in a certain business location. For example, if a business has three locations with five employees in each location, they have a total of 15 employees. For counting part-time employees, add a fraction based on their pro-rated hours. Volunteers are not included in determining the Full Time Equivalent (FTE) employee count for a business or non-domestic premise. This includes organisations that have volunteers across multiple premises.

1,100litre bins. Each bin will be allocated to a business and locked. The entrance to the bin store will also be locked with keys allocated to the those who use the facility, only.

7. The allocation of bins to commercial premises will be undertaken by Dorset Council. Town council employees will undertake daily inspections of the bin store and approach business who abuse the facility. If a business continues to abuse the facility, access will be withdrawn; enforcement will be actioned by Dorset Council's commercial waste team.
8. To reduce the risk of infestation, storage of food waste will not be allowed.
9. If members approve this proposal, discussions to conclude the transfer of the management of Broad Street bin store will take place with Dorset Council.
10. Any recommendations from this committee will be considered by the full council on 14 May 2025.

John wright
Town clerk
April 2025

Committee: Town Management and Highways

Date: 9 April 2025

Title: Extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022

Purpose of Report

To establish by 20 April 2025 if the town council is supportive of Dorset Council's proposed three-year extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022

Recommendation

Members consider the report and instruct the town clerk if this committee seeks to comment on Dorset Council's proposed three-year extension of The Lyme Regis Anti-Social Behaviour Related Public Space Protection Order 2022

Background

1. Dorset Council approved eight new Public Spaces Protection Orders for 2022.
2. They came into force on 1 July 2022 and expire on 30 June 2025.
3. They cover anti-social behaviour in Bridport, Dorchester, Lyme Regis, Portland, West Bay and Weymouth as well as new powers to tackle anti-social behaviour related to unauthorised camping on beaches and lighting of open fires in forest areas in Ringwood and Wareham.
4. The purpose of Public Spaces Protection Orders (PSPOs) are to make sure public places can be enjoyed by everyone and kept free from anti-social behaviour.
5. They deal with a particular nuisance or problem that is detrimental to the local community's quality of life, in a specific public area.
6. A PSPO can cover several activities such as anti-social drinking and dog fouling.
7. PSPOs last for three years and can only be put in place:
 - if there is evidence that it's needed
 - with the agreement of councillors
 - after public consultation – the order must be published in writing and reasonable signage must be put up in the area

Report

8. Dorset Council has confirmed it is planning on extending existing Anti-Social Behaviour Public Space Protection Orders by another three years.
9. The existing Lyme Regis Anti-Social Behaviour Public Space Protection Orders covers the consumption of alcohol, intentional feeding of gulls, and anti-social behaviour. It details the fixed penalty notices that can be issued and includes maps of the controlled zoned where gulls can't be fed and alcohol can't be consumed.
10. The existing Lyme Regis Anti-Social Behaviour Public Space Protection Order is attached, **appendix 12A**, along with maps of the controlled zones for feeding gulls, **appendix 12B**, and consuming alcohol, **appendix 12C**.

11. The response date is 20 April 2025 so, if this committee wishes to comment, its comments will not be supported by a resolution of the Full Council.
12. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

John Wright
Town clerk
April 2025

Anti-social Behaviour, Crime and Policing Act 2014

The Lyme Regis Anti-social Behaviour Related Public Spaces Protection Order 2022



Dorset Council ("the Council") hereby makes the following Order:

This Order shall be known as The Lyme Regis Anti-social Behaviour Related Public Spaces Protection Order 2022 and shall come into force on 1st July 2022 for a period of three years, unless extended.

When in force this Order supersedes the following:

The West Dorset Anti-social Behaviour Related Public Spaces Protection Order 2018.

The West Dorset Anti-social Behaviour Related Public Spaces Protection Extension Order 2021.

The West Dorset Anti-social Behaviour Related Public Spaces Protection Extension Order 2022.

This Order has three sections and should be read in conjunction with the related Schedules.

Contents

Section 1 - Consumption of Alcohol

Section 2 - Intentional Feeding of Gulls

Section 3 - Anti-social Behaviour

Section 4 - Fixed Penalty Notices

Schedule 1 - Map identifying Lyme Regis Feeding of Gulls "the Controlled Zone" – outlined in red and shaded in pink

Schedule 2 - Map identifying Lyme Regis Alcohol / ASB "the Controlled Zone" – outlined in red and shaded in pink

Section 1- The Consumption of Alcohol

- (1) This Section applies to all public places within the land identified and described in Schedule 1 "the Controlled Zone" and imposes the prohibition contained in subsection (4).
- (2) The Council is satisfied that the conditions set out in Section 59 (2) of the Act have been met in that antisocial behaviour has been carried out within "the Controlled Zone" caused by the consumption of alcohol resulting in behaviour that causes harassment, alarm and distress, nuisance and littering.
- (3) The Council is also satisfied that the conditions set out in Section 59 (3) of the Act have been met. Namely, that the effect or likely effect of the activities are persistent or continuing in nature, are such as to make them unreasonable, and justify the restrictions imposed by this order.

Prohibition

- (4) No person shall consume alcohol within "the Controlled Zone" in circumstances where a constable or authorised officer has directed them not to do so in the reasonable belief that such a direction is necessary to prevent public nuisance, public disorder or anti-social behaviour.
- (5) If a constable or authorised officer reasonably believes that a person -
 - (a) is or has been consuming alcohol in breach of the prohibition in sub-section (4), or
 - (b) intends to consume alcohol in circumstances in which doing so would be a breach of such prohibition,
 he or she may impose a requirement upon that person under sub-section 6(a) or 6(b)

- (6) The constable or authorised person may require the person -
- (a) not to consume alcohol or anything which the constable or authorised person reasonably believes to be alcohol;
or
 - (b) to surrender anything in his or her possession which is, or which the constable or authorised officer reasonably believes to be, alcohol or a container for alcohol.

Offence

- (7) A person who fails without reasonable excuse to comply with a requirement imposed on him or her under subsection 6 commits an offence contrary to section 63(6) of the Anti-social Behaviour, Crime and Policing Act 2014 and is liable on summary conviction to a fine not exceeding level 2 on the standard scale.

Exemptions

- (8) The order does not apply to an area contained within a premises licence or club premises certificate issued under the Licensing Act 2003 or to locations which fall under a relevant and signed temporary event notice authorisation.

Section 2 - Intentional Feeding of Gulls

- (1) This Section applies to all public places within the land identified and described in Schedule 2 "the Controlled Zone" and imposes the prohibition contained in subsection (4).
- (2) The Council is satisfied that the conditions set out in Section 59 (2) of the Act have been met in that antisocial behaviour has been carried out within the "the Controlled Zone" caused by the intentional feeding of gulls resulting in behaviour that causes harassment, alarm and distress, nuisance and littering.
- (3) The Council is also satisfied that the conditions set out in Section 59 (3) of the Act have been met. Namely, that the effect or likely effect of the activities are persistent or continuing in nature, are such as to make them unreasonable, and justify the restrictions imposed by this order.

Prohibition

- (4) No person at any time shall provide or deposit food for consumption by gulls within "the Controlled Zone".

Offence

- (5) In accordance with section 67 of the Anti-social Behaviour, Crime and Policing Act 2014 it is an offence for a person without reasonable excuse to do anything they are prohibited from doing by section 2(4) of this Order.
- (6) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

Section 3 – Anti-social Behaviour

- (1) This Section applies to all public places within the land identified and described in Schedule 1 "the Controlled Zone" and imposes the prohibition contained in subsection (4 and 5).
- (2) The Council is satisfied that the conditions set out in Section 59 (2) of the Act have been met in that antisocial behaviour has been carried out within "the Controlled Zone" caused by anti-social behaviour resulting in behaviour that causes harassment, alarm and distress, nuisance and littering.
- (3) The Council is also satisfied that the conditions set out in Section 59 (3) of the Act have been met. Namely, that the effect or likely effect of the activities are persistent or continuing in nature, are such as to make them unreasonable, and justify the restrictions imposed by this order.

Prohibition

- (4) No person without a reasonable excuse shall act in an anti-social or disorderly manner that causes or is likely to cause nuisance, harassment, alarm or distress to any other person.
- (5) No person who has previously been warned regarding their behaviour under subsection (4) shall refuse to leave any retail, commercial or licensed premises, public building or other area within "the Controlled Zone" when requested to do so by a Police Constable or an Authorised Person.

Offence

- (6) In accordance with section 67 of the Anti-social Behaviour, Crime and Policing Act 2014 it is an offence for a person without reasonable excuse to do anything they are prohibited from doing by section 3(4) and 3(5) of this Order.
- (7) A person guilty of an offence under this section is liable on summary conviction to a fine not exceeding level 3 on the standard scale.

Requirement placed on you

- (8) If a Police Constable or Authorised Person reasonably believes that a person has acted, or likely to act, contrary to the restrictions placed upon them by this Order, they must leave "the Controlled Zone" or specified location forthwith and not return within a specified period up to a maximum of 48 hours when instructed to do so by a Police Constable or Authorised Person.
 - (a) The Council requires that you terminate the activities described in sections 1, 2 and 3 of this Order and comply with requirement 5(8) if requested to do so within "the Controlled Zone".

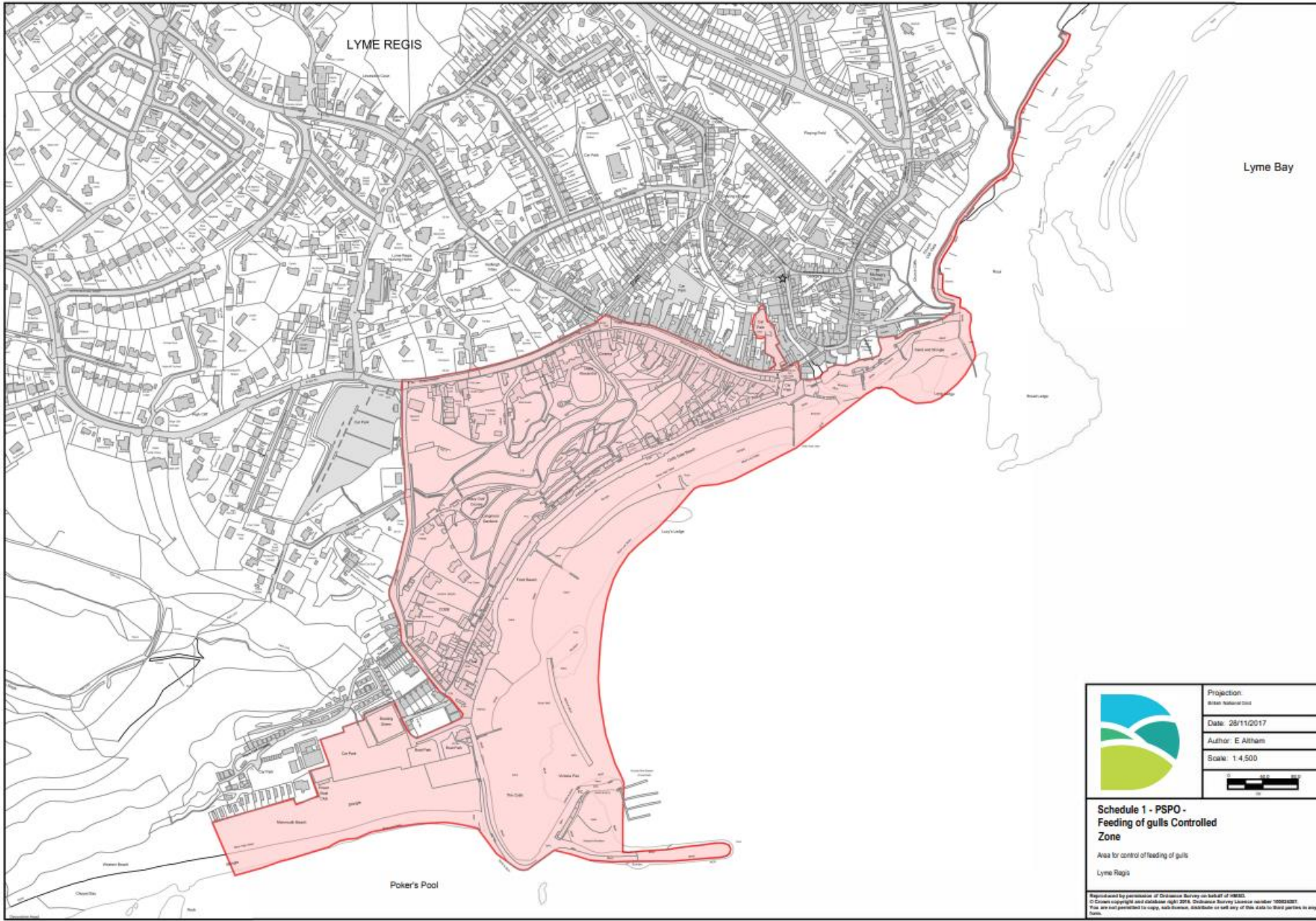
Section 4 – Fixed Penalty Notices

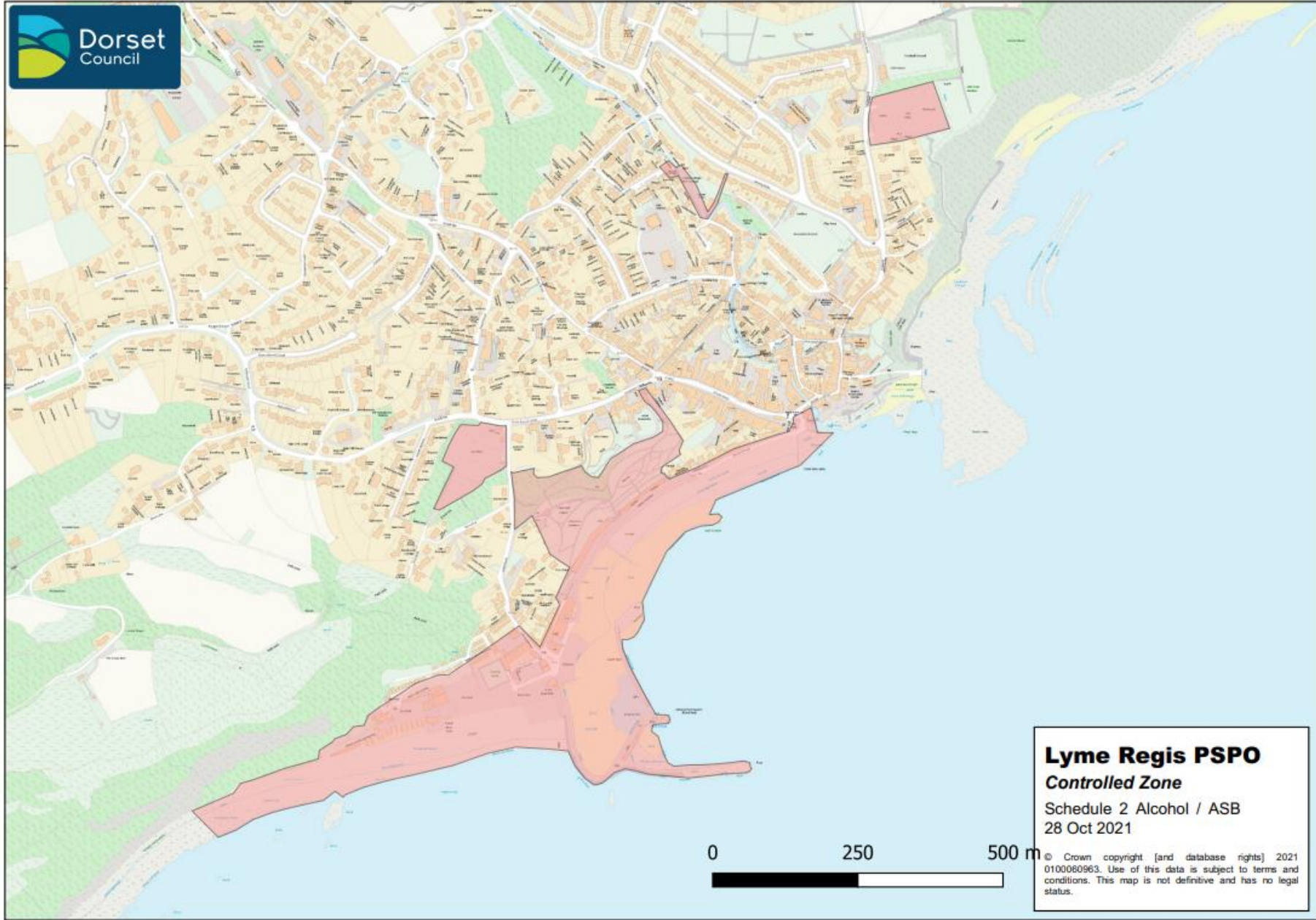
In accordance with Section 68 of the Anti-social Behaviour, Crime and Policing Act 2014, a constable or authorised person may issue a fixed penalty notice to anyone they have reason to believe has committed an offence under this Order. Such notice offers the person to whom it is issued the opportunity to discharge their liability to conviction for the offence by payment of a fixed penalty. The penalty is set at £100.00 to be paid within 28 days but is reduced to £75.00 if paid within 14 days.

Date: 19th May 2022

THE COMMON SEAL OF DORSET COUNCIL

Was hereto affixed in the presence of:-





Committee: Town Management and Highways

Date: 9 April 2025

Title: Suggestion for Revised Traffic Arrangements in Lyme Regis

Purpose

To allow members to consider a suggestion for revised traffic arrangements in Lyme Regis received from a local taxi driver

Recommendation

Members consider a suggestion for revised traffic arrangements in Lyme Regis received from a local taxi driver, Neville Causley

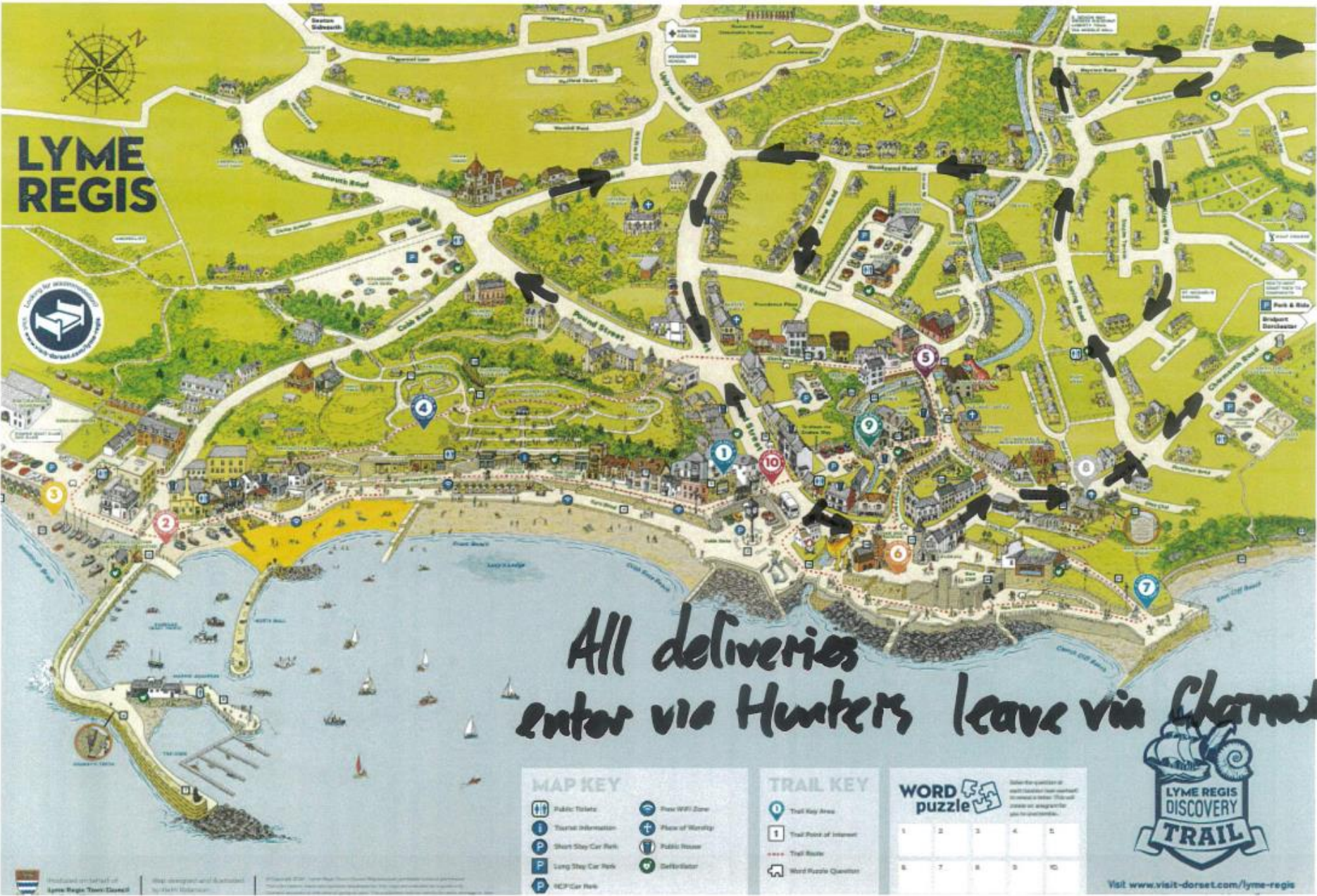
Background

1. Local taxi driver, Neville Causley, submitted a suggestion to the Traffic and Transport Working Group for revised traffic arrangements in Lyme Regis based on his many years' experience of driving taxis in and around the town.

Report

2. His suggested arrangements are shown on the plan attached as **appendix 13A** and members are asked to consider them and to comment as appropriate.
3. Although the working group thanked him for his proposals, it was noted the matter was primarily one for Dorset Council as highway authority. However, Dorset Council will not consider the matter without knowing whether this council supports the proposals, either in whole or in part.
4. Any recommendations from this committee will be considered by the Full Council on 14 May 2025.

Mark Green
Deputy town clerk
April 2024



All deliveries
enter via Hunters leave via Charnock



Visit www.visit-dorset.com/lyme-regis

Committee: Town Management and Highways

Date: 9 April 2025

Title: Consultation on the Future of Street Lighting

Purpose of Report

To allow the committee to consider and comment on Dorset Council's consultation on the future of street lighting and, if considered appropriate, delegate the detailed response to the town clerk in consultation with three members identified by this committee

Recommendation

Members consider and comment on Dorset Council's consultation on the future of street lighting and, if considered appropriate, delegate the detailed response to the town clerk in consultation with three members identified by this committee

Background

1. Since 2011, part-night lighting has been applied in areas with the lowest levels of highway use, with streetlights typically turned off between midnight and 5.30am in quieter, residential areas. This approach aims to balance safety and cost-effectiveness, reducing energy consumption and carbon emissions.
2. In 2020, Dorset Council introduced its Street Lighting and Illuminated Signs Policy.
3. The current policy highlights the benefits of moving from relatively inefficient old-style lighting (sodium lights) to light emitting diode (LED) streetlights, which can reduce energy consumption by up to 60%. This has been an integral part of the climate programme for Dorset Council.
4. Dorset Council's current policy sets the requirements and standards for new or replacement public highway lighting. This includes:
 - improving night-time safety for road users and communities
 - reducing crime and fear of crime during darkness
 - providing cost-effective public lighting with a focus on energy conservation and sustainability
 - minimising environmental impact while enhancing night-time ambience
 - maintaining lighting assets to prevent premature failures
5. Since 2020, some residents have expressed a preference for the warmer light of the old sodium systems. LED streetlights typically have a much whiter light than the old sodium lights.

Report

6. A review of street lighting in the Dorset Council area is currently underway, with consultation open on potential changes from Monday 24 March until 4 May 2025.
7. Dorset Council is seeking feedback on a range of potential changes to its street lighting to improve night-time safety, reduce energy consumption and enhance environmental sustainability.

8. Dorset Council is reviewing the street lighting that could be used to light the Dorset highway network, including the possible benefits and implications associated with moving to lower colour temperature LED streetlights.
9. The potential changes being consulted on are:
 - using lower correlated colour temperature (CCT) LEDs in new streetlights
 - clarifying the environmental zoning for street lighting
 - dimming lights in residential areas during quieter times.
10. These changes will be considered within the context of the council's commitment to the natural environment, its climate and ecological priorities, public health and safety, and the ongoing need to reduce costs.
11. A copy of the survey is available on the [Dorset Council website](#). Responses to the consultation will be reviewed and used to update Dorset Council's street lighting and illuminated signs policy.
12. Any recommendations from this committee will be considered by the full council on 14 May 2025.

John Wright
Town clerk
April 2025

Committee: Town Management and Highways

Date: 9 April 2025

Title: Dorset Council Seafront Waste Collection 2025

Purpose of Report

To inform members about Dorset Council's seafront waste collection arrangements for 2025

Recommendation

Members note the report

Background

1. Dorset Council provide additional seafront waste collection in Lyme Regis during the spring and summer

Report

2. The 2025 arrangements are similar to previous years; the season runs from 7 April until 28 September 2025 and with Dorset Council providing an additional two-man resort crew. The crews operate out of Dorset Council's Bridport depot.
3. The shift arrangements are:
 - 7 April to 25 May and 15 September to 28 September, 7am – 5pm
 - 26 May to 14 September, 6am – 7pm.
4. Dorset Council's operatives usually work 12-hour shifts on bank holiday weekends. Shift times are subject to change due to weather conditions.
5. Any recommendation from this committee will be considered by the Full Council on 14 May 2025.

Pete Williams
Acting operations manager
April 2025

Complaints and Incidents Summary – 22 February – 3 April 2025

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
210	02.04.25	I would just like to register my disappointment to learn that the town council has withdrawn it's funding to the Marine Theatre. The Theatre works tirelessly for all ages in town and brings a huge amount of revenue to the town for restaurants hotels and parking. Please can you explain why you are happy to spend our money on outdoor equipment that isn't used (gym equipment in the gardens) and not support the Theatre that adds so much to the town. With no cinema the town would be far less attractive without a Theatre as well.	Marine Theatre		Support Services Manager	Added to complaints log and passed on to members.

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
129	10.03.25	Customer wanted to say thank you to enforcement for not issuing a PCN when they forgot to display	Monmouth Beach	Acting Operations Manager	

		permit. He left a note saying he could see permit but couldn't see details and to please ensure in future to properly present permit.			
130	18.03.25	<p>To whomever this may concern, I wanted to reach out and sincerely thank your team for the assistance they provided me and my family today. My dad suffered a severe seizure on the beach at around 12.45PM today and various members of your team (of whom sadly I did not get the names) were on their lunch break and stopped to help comfort and assist us whilst my dad was treated. There were three ladies in particular who stayed and helped and comforted my family and did everything they could to help and two gentleman, one in particular who drove my mum to get her car and offered lots of assistance.</p> <p>Without the swift and kind action of your team the outcome could have been very different. They are an absolute credit to Lyme Regis and I just wanted to share my heartfelt thanks. Please pass on my thanks to the individuals, they will know who they are!</p>	Bell Cliff/Marine Parade	The staff team involved	
131	19.03.25	<p>Just a quick note to say thank you for such a brilliant and painless on-line renewal of my car park permit.</p> <p>It really was perfect, efficient and comprehensive. Very, very many thanks.</p>	Website	The staff team involved	
132	20.03.25	This is a huge thank you to the team from the council who helped me and my family when my husband was experiencing a huge seizure. (Monday 17 March). I'm so sorry that I didn't manage to take down any names. Your compassion and care was outstanding - especially with 'Woody' our cockapoo! :-) I've never experienced such kindness from a team of people. What was a horrific time was eased by your understanding and patience. Thank you from	Bell Cliff/ Marine Parade	The staff team involved	

		the bottom of my heart!			
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