



**John Wright**  
Town Clerk

**Lyme Regis Town Council**

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**Environment Committee**

**Core Membership:** Cllr R. Smith (chairman), Cllr S. Cockerell (vice-chairman), Cllr B. Bawden, Cllr B. Larcombe MBE, Cllr P. May, Cllr D. Ruffle, Cllr G. Stammers, Cllr G. Turner

Notice is given of a meeting of the Environment Committee to be held at the **Guildhall, Bridge Street, Lyme Regis** on Wednesday 22 November 2023 commencing at 7pm when the following business is proposed to be transacted:

John Wright  
Town Clerk  
17.11.23

*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 apologies and reasons for absence

### **3. Minutes**

To confirm the accuracy of the minutes of the Environment Committee meeting held on 4 October 2023

### **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 previous meeting held on 4 October 2023**

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 environmental developments

### **8. Environment Policy**

To allow members to consider a revised Environment Policy

### **9. River Lim Action Group Report**

To receive a report from the River Lim Action group and consider a funding request within

### **10. Environment Budget 2023-24**

To allow members to receive an update on approved expenditure within the 2023-24 environment budget

To allow members to consider how the remainder of the 2023-24 environment budget should be spent

### **11. Biodiversity Baseline Assessment**

To allow members to consider a request to undertake a biodiversity baseline assessment in the town council's public gardens and green spaces

### **12. Motion for the Ocean**

To allow members to consider a Motion for the Ocean, appendix 12A

**13. Funding Request from Little Green Change Ltd**

To consider a funding request from Little Green Change Ltd to run a Children's Christmas Give or Take event

**14. Electric Vehicle Charging Points**

To allow members to consider:

- the consumption and cost of the council's two electric vehicle charging points in Monmouth Beach car park and two electric vehicle charging points in Woodmead car park
- suspending the council's policy of charging consumers an additional 10p on the kWh purchase cost of electricity
- increasing the cost of electric vehicle charging to 70p per kWh to cover the cost of purchasing electricity, only

**15. Carbon Literacy Training**

To update members on the latest position with carbon literacy training

**16. Exempt Business**

LYME REGIS TOWN COUNCIL

ENVIRONMENT COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 4 OCTOBER 2023

**Present**

**Chairman:** Cllr R. Smith

**Members:** Cllr C. Aldridge, Cllr B. Bawden, Cllr S. Cockerell, Cllr P. May, Cllr G. Stammers, Cllr G. Turner

**Officers:** M. Green (deputy town clerk), A. Mullins (support services manager), P. Williams (acting operations manager)

**Guests:** V. Elcoate, G. Roberts, R. Thomas (River Lim Action Group), C. Matheson (Little Green Change)

**23/13/ENV Public Forum**

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

**23/14/ENV Apologies**

Cllr B. Larcombe – holiday  
Cllr D. Ruffle – holiday  
Cllr G. Stammers – holiday

**23/15/ENV Minutes**

Proposed by Cllr P. May and seconded by Cllr G. Turner, the minutes of the meeting held on 5 July 2023 were **ADOPTED**.

**23/16/ENV Disclosable Pecuniary Interests**

Cllr P. May declared a non-pecuniary interest in agenda item 11, River Lim Action Group Reports, as he was a member of the group and any matters relating to the community energy champions.

Cllr B. Bawden declared a non-pecuniary interest for the same reasons.

**23/17/ENV Dispensations**

There were none.

**23/18/ENV Matters arising from the previous meeting held on 5 July 2023**

**Bathing Water Quality Meeting 3**

Cllr P. May asked what the outcome was of contact to Dorset Council (DC) about the clearing of storm gullies on Front Beach.

The deputy town clerk said some had been cleared and DC had set up an internal working group to look at solutions to issues in the harbour area.

Cllr B. Bawden, the DC ward member, said DC and South West Water were talking to each other about it and she had asked if DC engineers in the harbour area could look at it, rather than the community highways engineer. She said they had agreed to take it on as a project.

## **23/19/ENV Update Report**

### **Carbon Literacy Organisation Accreditation**

Cllr B. Bawden said she and the deputy town clerk had met with someone from the Carbon Literacy Organisation (CLO) dealing with the accreditation process to clarify the status of the council's application for silver accreditation. She said although the council had been invoiced for silver accreditation, it was standard practice to invoice at the start of the process so the accreditation hadn't been awarded and the council still had some way to go.

The deputy town clerk said the case study submitted as part of the application would need to be revisited as it was more about biodiversity net gain, rather than carbon reduction. He said although the council met the criteria for silver accreditation in terms of staff and member training at the time the application was made, there had since been changes in the staff team so the council may no longer meet this requirement.

Cllr R. Smith asked if carbon literacy was covered in the council's personnel training policy.

The deputy town clerk said there was nothing specific in the council's training policies.

Cllr B. Bawden said the CLO was changing the standards for accreditation from 1 January 2024 so the council had been advised to obtain accreditation before then. She suggested the deputy town clerk, the committee chairman and herself met as soon as possible to review everything. She said she was prepared to do another round of training but following on from that, to look at how to develop more focused training for particular functions.

Cllr P. May said the proposed Environment Policy included some ambitions for carbon literacy training and he questioned whether this was sufficient to achieve accreditation.

Cllr C. Aldridge asked how many people in the organisation needed to be trained.

The deputy town clerk said it was 25% of the organisation.

### **Home Energy Grant**

Cllr B. Bawden said she had attended a meeting run by Ridgewater Energy, which did work on behalf of DC, running Healthy Homes Dorset and the Local Energy Advice Partnership. She said a lot of the money DC secured from the government was channelled through these services and there was a new Home Energy Grant available. She said it was about joining up and seeing how these services could help people in Lyme Regis.

## **Dorset Climate Action Network**

Cllr B. Bawden said Dorset Climate Action Network (DCAN) had held the Dorset COP and was the first county in the UK to do such an event. She said the event was fully subscribed and included various workshops.

## **2030 Vision**

Cllr B. Bawden said she had written a report on the project for the National Lottery and she had spoken to schools as part of that.

## **Funding for climate adaptation**

Cllr B. Bawden said the government had announced funding for climate adaptation and Charmouth would be receiving funding. She said there were lots of overlaps where she hoped Lyme Regis could benefit from some of the work.

### **23/20/ENV To receive a presentation on the new environment pages on the town council website**

The support services manager presented the new environment pages on the town council website. She said the pages were expected to go live the following week and asked members to look through the pages and suggest any amendments or additions.

It was suggested links to the following websites could be included: the National Trust, Natural England, Citizens' Advice Bureau and Dorset Coast Forum. It was also suggested businesses with green tourism awards could be included on the 'Green awards' page and the list of invertebrate friendly plants across the town could be included.

### **23/21/ENV Little Green Change**

The chairman invited C. Matheson from Little Green Change to speak.

C. Matheson introduced herself and the organisation, which provided environmental education and opportunities in schools and the community. Events included bulb planting with Weldmar Hospicecare and at Lyme Regis Library and a fashion show to upcycle clothing, and they ran competitions and a grow a tree challenge. They were also working with Axminster Primary School to plant a hedgerow.

C. Matheson said the schools' programme was a free resource for schools in the UK and they worked with three teachers to advise them on the programme. The programme included lesson plans for schools and after the October half term, they would be launching a new environment module.

C. Matheson said they had links with national and regional charities and they wanted to engage and work with local organisations as much as possible. They also had a YouTube channel which featured talks from experts on various subjects.

Cllr C. Aldridge asked if the organisation was a business and how it was funded.

C. Matheson said it was a not-for-profit social enterprise and at the moment it was self-funded but she was looking for business sponsorship and applying for funding from various sources.

Cllr R. Smith asked if the organisation had had contact with any local schools.

C. Matheson said she had not yet contacted Woodroffe School or St Michael's Primary School but she intended to do this.

## **23/22/ENV River Lim Action Group Reports**

The chairman invited V. Elcoate, G. Roberts and R. Thomas from the River Lim Action Group (RLAG) to speak on this item.

V. Elcoate said following the recent repair works near Uplyme sewage treatment works which caused sewage to be moved by tankers from Gun Cliff to Horn Bridge, the Environment Agency had been monitoring and found very high levels of E Coli in the river. She said RLAG would write to South West Water (SWW) about this and said it might help if the town council wrote too.

V. Elcoate said they had uncovered more drains under the gardens that were not on SWW's maps. She said they were damaged and partly responsible for sewage problems at that end of the beach.

V. Elcoate said there were issues with an interceptor trap outside the Boat Building Academy and they believed this was a town council asset. She asked if the town council could look into this and replace it if necessary.

V. Elcoate said she was concerned a date had not yet been set for the next bathing water quality meeting, as all the issues in the report were issues which would be raised at those meetings. She said she understood SWW and the Environment Agency had not provided their availability for a meeting.

The deputy town clerk said he would keep chasing both organisations to set a date.

Proposed by Cllr P. May and seconded by Cllr C. Aldridge, members agreed to **RECOMMEND TO FULL COUNCIL** that the council writes to South West Water to ask them about the recent problem requiring the movement of sewage by tankers and high E Coli levels measured by the Environment Agency in the River Lim at that time and to ask for a full explanation for this.

V. Elcoate said the RLAG wanted to offer members and council staff a walk along the river to learn more about the issues. She suggested the office contacted them to arrange a date.

Cllr P. May asked if the interceptor trap at the Boat Building Academy was a town council asset and whether the council had been aware of issues with it in the past.

The deputy town clerk said he was aware there was an issue there and he was aware of the council's responsibilities in the chalet and caravan site and western beach, where pumps were maintained and paid for by the council. However, he was not aware of this responsibility outside the Boat Building Academy but this could be looked into.

Proposed by Cllr P. May and seconded by Cllr C. Aldridge, members agreed to **RECOMMEND TO FULL COUNCIL** that the council further investigates the interceptor trap outside the Boat Building Academy, establishes who is responsible for it, and instigates by whatever means necessary any remedial work.

R. Thomas was invited to speak by the chairman.

R. Thomas said as part of the campaign to get Church Cliff Beach redesignated as a bathing beach, the survey of beach users recorded 114 users on one day and 105 on another, so they had met the criteria of 100 bathers. He said the application had to be submitted to Defra by 31 October 2023, although it would be submitted before then, and the outcome would be known by April 2024. He said RLAG was reasonably confident of success.

Cllr P. May asked if the public consultation was still live.

R. Thomas said the public consultation was now closed and it was noted the council was no longer required to publicise it.

Cllr S. Cockerell asked if any potential changes in dog restrictions would affect this beach.

R. Thomas said the dogs on the beach restrictions were separate and had nothing to do with the application.

G. Roberts was invited to speak by the chairman.

G. Roberts outlined the main findings of the ecological survey of the River Lim, which would provide specific evidence of the state of the river. He said the report was currently in draft form but they hoped to have the final report available for the next meeting of this committee. He said recommendations would come from the RLAG of what they felt were the priorities to get the river back to fully sustainable status. He said he hoped they could pull together some affordable options to do this.

G. Roberts referred to the invasive species in the river, primarily Himalayan Balsam and Japanese Knotweed, and said the group would like to develop a strategy to tackle these. He said once Himalayan Balsam was established in a river, it was nearly impossible to get rid of, but he felt within three years it could be eradicated with volunteer effort and the involvement of the council and perhaps local businesses.

Cllr B. Bawden said DC was going to set up a working group on rivers and was very interested on the work being done on the River Lim.

It was acknowledged the RLAG would require funding at some point to help with some of the improvement projects and that any requests could be funded out of the environment budget.

*Cllr P. May left the meeting at 8.23pm.*

Proposed by Cllr R. Smith and seconded by Cllr S. Cockerell, members agreed to **RECOMMEND TO FULL COUNCIL** to thank the River Lim Action Group and associated groups for all the work they do to support the natural environment of the town.



*Cllr P. May returned to the meeting at 8.25pm.*

## **23/23/ENV Environment Policy**

Cllr C. Aldridge suggested paragraph 1.1 specifically referred to businesses and the council's tenants and it was suggested it be amended to 'The council will encourage and influence the public, suppliers, businesses, tenants and other stakeholders'. She also suggested section 7 about transport included a reference to the council's traffic and travel working group.

Cllr P. May said the policy looked at the travel impact as an organisation, rather than the travel issues the working group had been looking at from a town point of view. He said it was intended the policy was reviewed annually so perhaps as a result of the progress made by the working group, the policy could be amended accordingly.

Cllr P. May said the version of the policy included in the agenda was not the version which had been agreed by the working group as several sections had been removed or amended, although he wasn't sure who had made those amendments. He asked about the use of glyphosate products for tackling invasive species as he believed the council had agreed these products should only be used as a last resort.

The acting operations manager said non-glyphosate products had been trialled but they didn't work on Japanese Knotweed or mare's tail so it was agreed with the operations manager glyphosate could be used for these species.

Cllr P. May said the policy asked for staff to be carbon literacy trained during their six-month probation but he understood the standard position was staff would be trained in the area they worked.

The deputy town clerk said there was a view the best use of staff time was that training was focused on the job the employee did rather than just generic training for every employee.

Members discussed the section of the policy which said the council would favour 'green' vehicles where possible. The acting operations manager said the green vehicles already purchased had been satisfactory but were expensive to purchase and to run. He said the council needed to balance the preference for 'green' vehicles with best value for money.

The deputy town clerk suggested the policy could be amended to say 'The council will consider the most suitable green alternative when purchasing vehicles'.

Cllr C. Aldridge asked if section 8 about cleaning, maintenance and waste could include a reference to influencing the council's tenants in these requirements.

Cllr B. Bawden said there was no reference in the policy to influencing and engaging the community and no reference to government targets. She also felt paragraph 3.5 was contradictory when referring to both 'improving and reducing' environmental impacts.

The support services manager suggested as there were so many proposed amendments and there was concern the draft policy was not the one the working group had agreed, it be referred back to the working group for further discussion.

Proposed by Cllr R. Smith and seconded by Cllr C. Aldridge, members agreed to **RECOMMEND TO FULL COUNCIL** to refer the draft Environment Policy back to the working group for further development, with support from the appropriate officer.

### **23/24/ENV 2024-25 Budget Proposals**

The deputy town clerk said every committee had been asked for its thoughts on objectives to feed into the budget-setting process for 2024-25; however, if members continued to support the office refurbishment, funding for other objectives would be very limited next year and for the following two or three years. He confirmed the dedicated environment budget of £25k was already allocated in the 2024-25 budget.

The deputy town clerk said very little of the environment budget had been spent this year and as it wasn't normal procedure for a budget to roll over to the next financial year, he advised the committee to think about how it could be spent.

Cllr B. Bawden said she wanted the council to think about a residential sports and learning centre at Strawberry Field as one of its objectives. She also suggested a car-free day, which may require some funding, as well as manpower.

Cllr P. May suggested as the environment budget was unspent for this year and was already allocated in the 2024-25 budget, there were no additional objectives from this committee to feed into the budget-setting process.

The deputy town clerk suggested there be an item on the next agenda to allow members to discuss how to spend the 2023-24 environment budget.

Cllr P. May suggested as the community groups who had presented to the meeting had mentioned future projects, the committee could set aside £5,000 of the environment budget to cover those projects.

Cllr R. Smith said it would be preferable to have a specific request for the next meeting.

Proposed by Cllr R. Smith and seconded by Cllr P. May, members agreed to **RECOMMEND TO FULL COUNCIL** not to suggest any Environment Committee objectives for 2024-25 to feed into the budget-setting process.

### **23/25/ENV Promoting Wildlife and Biodiversity**

Cllr P. May asked why the triangle of land near the Mary Anning statue would require more than half of the proposed budget to create a wildflower meadow.

The acting operations manager said this was due to the size of the site and the work required to clear and re-plant it.

Cllr B. Bawden said she understood the Marine Theatre believed it owned that land.

The deputy town clerk said the ownership of the land was complicated but the vast majority was owned by the town council and a small section was owned by DC.

Cllr B. Bawden asked if the costings included signage.

The acting operations manager said the costings only included the plants and manpower.

Cllr C. Aldridge asked if there were any thoughts about further developing the area near the table tennis. She said the land below the gazebo was also suggested as an area for invertebrates.

The acting operations manager said there were no further plans for the area near the table tennis. On land below the gazebo, hardier, all-year-round shrubs would be needed because it was an exposed and windy area.

Cllr B. Bawden asked what the plans were for the wildflower bed below the Alexandra Hotel.

The acting operations manager said as it was such a windy location, the wildflowers looked good for around two weeks but in the winter they looked like weeds. As such, a moon garden had been established with shorter stock and hardier plants, attracting moths and other invertebrates.

Cllr B. Bawden asked about the plans for a sensory garden.

The acting operations manager said it wasn't part of this project. He said a sensory garden could cost around £10k to make it accessible for all disabilities.

Cllr B. Bawden asked if there was a baseline assessment of the gardens and whether any of the planting initiatives had improved biodiversity.

It was agreed this should be an item on the next agenda.

Proposed by Cllr P. May and seconded by Cllr S. Cockerell, members agreed to **RECOMMEND TO FULL COUNCIL** to introduce further wildlife friendly and biodiversity planting in the Lister Gardens next to the table tennis compound, in the area on the lower side of the gazebo, on land adjacent to the Marine Theatre, and on the bank next to Lyme Regis Football Club, at a total cost of £7,448, to be funded from the environment budget.

## **23/26/ENV Electric Vehicle Charging Points**

The deputy town clerk said he believed there may be an error in the figures as he didn't believe the council made a surplus on the supply of electricity for electric vehicles.

Proposed by Cllr P. May and seconded by Cllr C. Aldridge, members agreed to **RECOMMEND TO FULL COUNCIL** that the report on electric vehicle charging points is re-presented to the Environment Committee with more accurate and researched data to outline the true cost of what the council is paying for each kwh on the charging points and to re-emphasise the council's stated policy that it will charge cost plus 10p per kw and not exploit their use.

Cllr B. Bawden asked that the report included an explanation of the arrangement with Pod Point.

*The meeting closed at 9.28pm.*

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Environment Policy

**Purpose of Report**

To allow members to consider a revised Environment Policy

**Recommendation**

Members consider the policy and instruct officers

**Background**

1. On 3 May 2023, this committee considered a report on the review and implementation of a new Environment Policy; the council's extant Environment Policy has been in place since 2019. The committee also considered a preferred format for the policy.
2. Following discussion, this committee recommended to the Full Council to set up a working group to formulate an Environmental Policy for consideration by the Environment Committee and to appoint Cllrs P. May, B. Larcombe, B. Bawden, D. Ruffle and S. Cockerell to the working group.
3. On 4 October 2023, a revised environment policy was presented to this committee but unfortunately the policy wasn't the latest version approved by the working group.
4. Consequently, this committee's recommendation to the Full Council was, 'to refer the draft environment policy back to the working group for further development, with support from the appropriate officer.'

**Report**

5. The working group met on 14 November 2023 and recommends the environment policy, attached at **appendix 8A**, to this committee.

John Wright  
Town clerk  
November 2023



## Policy

### Environment

#### 1. Introduction

1.1 Lyme Regis Town Council recognises it has a responsibility to the environment beyond legal and regulatory requirements. It is committed to reducing its environmental impact and continually improving its environmental performance as an integral part of its strategy and operating methods, with annual reviews. The council will encourage and influence the public, suppliers and stakeholders to do the same. This policy will specifically refer to, but is not limited to, paper, energy, water, transport, maintenance, cleaning, culture and monitoring.

#### 2. Responsibility

2.1 The town clerk has overall responsibility for ensuring the environment policy is implemented and delegates day-to-day management of the policy to the operations manager. However, all councillors and employees have a responsibility to ensure the aims and purpose of the policy are met.

#### 3. Aims

- 3.1 The council declared a climate and environmental emergency in 2019, with ambitions to reduce greenhouse gas emissions to net zero by 2030.
- 3.2 To comply with, and exceed where possible, all regulatory requirements following government guidance and in concert with the principal authority.
- 3.3 To undergo accreditation as a Carbon Literate Organisation and thereby show leadership to our communities on practical environmental improvements.
- 3.4 To strive to improve the council's environmental performance.
- 3.5 Where practical, to reduce environmental impacts.
- 3.6 To consider environmental factors in council decision-making and understand their environmental impact.
- 3.7 To increase awareness of environmental issues, introduce carbon literacy training for all members and staff within one year of their appointment.
- 3.8 Where practical, minimise our Scope 3 emissions (Scope 3 emissions do not relate to the council directly and are applicable to organisations in its supply chain), particularly regarding procurement of goods and services.
- 3.9 The council will use local labour and materials, where available, to reduce CO<sup>2</sup> and help the community.

#### **4. Pollution**

- 4.1 The council will identify, adopt, and promote technologies to reduce the emissions of greenhouse gases within council properties and the wider community.
- 4.2 The council will minimise and, where possible, eliminate the release of any pollutant which may cause damage to health and the environment.

#### **5. Paper and office supplies**

- 5.1 The council will minimise the use of paper in the office.
- 5.2 The council will favour more environmentally friendly and efficient products.
- 5.3 The council will reuse and recycle everything it is able to.

#### **6. Energy and Water**

- 6.1 The council will reduce the amount of energy and water used as much as possible and use renewable energy providers.
- 6.2 The council will introduce solar panels on council buildings as they are refurbished.
- 6.3 Where practical, the council will insulate its buildings to improve energy performance and reduce costs and, when appropriate, retrofit with clean energy heating and ventilation systems. The council will encourage its tenants and residents to insulate and retrofit their homes and commercial premises, in accordance with government regulations and guidelines.

#### **7. Transport**

- 7.1 The council will reduce the need to travel.
- 7.2 The council will promote the use of travel alternatives such as email and phone conferencing.
- 7.3 Where reasonable, the council will accommodate the needs of those staff using public transport or bicycles.
- 7.4 The council will favour 'green' vehicles, where possible, when considering replacements and consider installing electric charging points for its vehicles and in its car parks.

#### **8. Cleaning, maintenance and waste**

- 8.1 Cleaning materials used will be as environmentally friendly as possible.
- 8.2 The council will favour 'green' machinery, where possible, when considering replacements.
- 8.3 The council will manage unavoidable waste and use licensed and appropriate organisations to dispose of waste.
- 8.4 The council will minimise waste by the best practicable environmental option through eliminating, reducing, reusing, composting, and recycling.

## **9. Gardening**

- 9.1 The council will garden organically and limit the use of chemicals to the essential where organic gardening is not time or cost-effective. Glyphosate products will only be used to tackle invasive species such as Japanese Knotweed and mare's tail.
- 9.2 The council will favour 'green' machinery, where possible, when considering replacements.

## **10. Natural and Built Environment**

- 10.1 The council will protect, conserve, and enhance the environment including landscape character, habitats and heritage.
- 10.2 The council will promote biodiversity and local distinctiveness and the conservation of both renewable and non-renewable resources.

## **11. Monitoring and review**

- 11.1 The council will continually improve and monitor environmental performance by conducting annual environmental audits against its objectives and by monitoring key performance indicators. The audit will feed into the council's annual corporate report and the council's strategic five-year plan.
- 11.2 This policy will be reviewed annually.

**Implementation date:** 13 December 2023

**Review date:** December 2024

John Wright  
Town clerk

**Committee:** Environment

**Date:** 22 November 2023

**Title:** River Lim Action Group Report

**Purpose of Report**

To receive a report from the River Lim Action group and consider a funding request within

**Recommendation**

Members consider the River Lim Action Group report and the funding request within

**Report**

1. The River Lim Action Group (RLAG) has provided a report to the meeting, **appendix 9A**.
2. The report includes a request for funding to implement recommendations coming out of the ecological survey of the River Lim and for work in the 2023-24 financial year of the RLAG.
3. The total funding request to the town council is £8,036.
4. The RLAG has stressed it may not be able to go ahead with all the work identified and/or they may secure funding from others, including landowners. They are therefore requesting an earmarked fund, which may not all be spent.
5. There is £11,287 remaining in the 2023-24 environment budget.
6. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

Adrienne Mullins  
Support services manager  
November 2023



## **Ecological Survey – draft report**

### **Summary of Ecological Survey for LRTC - Graham Roberts**

Following funding from Lyme Regis Town Council a detailed ecological survey of the River Lim catchment has been carried out by an independent consultant. The study has principally covered the geology, land use, riparian habitats, water quality, historical features, macro-invertebrates, fish and some observations of sewage drainage network. The river continues to offer a diverse range of habitats typical of a lowland river system. It also provides considerable recreational and aesthetic value to both locals and visitors throughout the year.

The catchment however is suffering from a legacy of past modification, water quality issues, in-channel barriers, invasive species, bankside management, some road and land run off, as well as sewage and storm water discharges. Some of these issues would be very expensive to mitigate but there are possible funding opportunities for some elements, which will be pursued by the River Lim Action Group.

The greatest priority is to improve the water quality, which will have immediate effect, hopefully on increasing macro-invertebrate numbers and water clarity. It is proposed to carry on all the current volunteer monitoring and align further with the Environment Agency and South West Water methodology. Next year, a 3-year programme of the removal of invasive species, particularly Himalayan Balsam and Japanese Knotweed, can be strategically undertaken. The bulk of work will be carried out by diverse volunteer groups, in addition with specialist contractors in some situations. If funds are forthcoming some in-channel modifications could be made to the lower river to improve habitats and improve fish and eel passage.

Targeted information leaflets encouraging landowners to enhance their stretches of riverside ownership and responsibilities would also be beneficial, as well as an upgrade to the current signage along the river from Uplyme down to the Town Mill.

A full copy of the report and an addendum with more detailed recommendations, will be available online very shortly.

Recommendations in the report that would need funding – further information on cost in the table at the end of the paper  
Invasive species and other improvements in the river:

- Japanese knotweed clearance\* (quote below for clearance of Bumpy Field, where much of the knotweed is. The landowner will also contribute).
- Himalayan Balsam clearance (volunteer work parties proposed to start to tackle this next summer along the river corridor)
- Woody debris in channel for habitat enhancement (mixture of volunteer and contractors)

Engineering:

- Fish passes
- Other channel modifications

Signage and other information

- Physical signs
- Leaflets

### **Riverfly – invertebrate monitoring – report from Fran Swan**

The RLA Riverfly group of eleven volunteers has been monitoring six sites along the Lim over the summer and has carried out over 20 assessments.

We have been finding the eight key invertebrates in varying numbers. The results are interesting and are being reviewed and collated by our ecologist, our mentor at the ARMI (Anglers Riverfly Monitoring Initiative) and the EA before we obtain an official trigger level. We will then have a baseline as to the numbers of invertebrates expected to be found in the river. In future, this will be either reassuring or indicate a deterioration in the quality of the water which the Riverfly eight are sensitive to.

The newly formed team has done brilliantly, enthusiastically, regularly and carefully sampling using the prescribed ARMI technique vital so our data can feed into the national scheme. Some will continue through the colder months to obtain more data but the next season will commence for full monitoring in April 2024.

## **Water testing – report from Vicki Elcoate**

The RLA has been carrying out a review of its testing programme (which has been going on for a year now). We currently monitor in three teams – Riverfly (see above), E.Coli and water chemistry (ammonia, phosphates, temperature, turbidity). We are doing all this in the absence of consistent, comprehensive, readily accessible and meaningful data being provided from other sources. The Environment Agency has been monitoring the river once a week at two locations during the bathing season. We have asked them also to monitor at Church Beach but they declined (this will happen if the Beach is designated as a bathing beach). The other monitoring they carry out is at Front Beach during the bathing season (with some extra monitoring promised this winter).

In order to get a fuller picture of what is going on over the length of the river, the RLA has been monitoring at more and different locations (nine for water quality) so we can assess the various influences and identify what is causing pollution impacts.

### **E. Coli testing**

The data produced from our current method of E. Coli testing is not directly comparable to the data the EA produces. It also has health and safety issues. We therefore plan to trial a different system which covers both the kinds of bacteria the EA tests for, and with the samples sent away to a lab which is used by Surfers Against Sewage and the Rivers' Trust. The results would be in the same format as the EA results. We plan to do this at more and different locations from where the EA test: further up the river, above the sewage treatment works, and nearer to the mouth where any pollution mainly impacts Church Beach. See the estimated cost of that below. We would be unable to carry out this testing without Town Council support.

For a report on our E.Coli test results please see the graph attached to this paper.

### **Other testing**

The water quality testing, which is carried out under a regime designed by the Westcountry Rivers Trust, is only providing partial data. With Town Council support we would plan to buy a set of Hanna testers which provide more accurate results for ammonia (an indicator of sewage pollution). It was ammonia testing by the monitors that led to the identification of sewage coming from the groyne on Front Beach and the ensuing efforts to trace the source of it. We could improve our testing with the new kit which would cost £70 plus VAT per monitor and re-agent packages @£10.96 for 25 tests.

We will also continue with the current system for testing as long as the volunteers are interested in carrying on with it. It does provide some data and, more importantly, means eyes on the river with pollution being reported. In 2023 this observation and monitoring led to the clean up at Windsor Terrace, Woodmead Road and behind Mill Green. We are requesting an allowance for kit maintenance and renewal to keep this monitoring programme active.

## **Drains update – report from Liz Davis**

At the recent partnership roundtable with SWW, the EA and Dorset Council, organised by the Town Council the following actions were highlighted:

- RLA to follow up with SWW on their statement that the transition funding for the Lyme Regis improvement plan has not been approved. They were also unable to identify an amount that Ofwat has been asked to approve in the business plan for 2025-30. SWW had previously promised to fast track £20m of investment to sort out the town's sewage problems.
- Work will start soon to fix the rising main which failed, leading to the tankering of sewage and which is currently subject of a temporary fix. This involves directional drilling beside the track leading to the Sewage Treatment Works before Christmas.
- SWW and DC are working together to clear debris and CCTV the seafront drains at the west end of the beach – they have committed to sorting out sewage problems in Marine Parade and on the beach.
- SWW were again reminded of the repeat leakages from the degrading sewage drain in the bed of the river running from Gosling Bridge to Gun Cliff. They are assessing various points in this stretch to find and fix problems. SWW is carrying out mapping/ survey/upgrade of the drains – particularly in the Combe Street/ Town Mill area.
- The source of unreported sewage discharges from the CSO on Monmouth Beach (possible misconnections) is being investigated by SWW.
- LRTC have investigated drains and an interceptor trap /Backdrop interceptor in Monmouth Car Park likely to be responsible for sewage smells in front of the Boat Building Academy. The trap links drains from the chalets to Cobb Pumping Station. Remedial work is planned.

- Dorset Council Coastal Risk Team (Adam Steele) in partnership with Highways are carrying out CCTV exploration of damaged drains from the back of properties in Broad Street and the top of Cobb Road that may be the source of sewage in the groyne on the sandy Front Beach. RLA eagerly awaits the results.
- LRTC is looking into the cause of flooding in Woodmead Car Park and what can be done about it
- The harbour dredging will take place before Easter. Dorset Council is not planning further sediment testing after positive results this year. The EA is advising on whether this is a legal requirement.

## **SWW**

- Woodmead Road Bridge Surface Water Outfall (SWO): RLA continues to carry out water quality assessments following SWW repairs carried out last year.
- 11.10.23 SWW contractors carried out repairs to drains by the council store/old scout hut below Anning Road to address sewage discharges from SWO 1410 in the river behind Mill Green. RLA will be checking the water quality.
- Successful identification and repair to 4 faults in sewage pipe outside the Harbour Inn and Royal Standard
- Lyme Regis has been the first town to be the subject of proactive surface water outlet investigations – meaning problems would be picked up without pollution being reported.

## **Request for funding contribution**

A costed plan to implement recommendations coming out of the Ecological Survey of the River Lim and for work in 2023-24 financial year of the River Lim Action group.

Funding requests to LRTC and others

Caveat: we may not be able to go ahead with all this work and/or we may secure funding from others including landowners. We're therefore requesting an earmarked fund, payable on receipt of invoices/orders placed, which may not all be spent.

What needs to be done	Location	Requests for funding	Total amount £s	LRTC request £s
Japanese Knotweed clearance – 5 years (contractor) <sup>1</sup>	Below Hays Farm to the river	LRTC/landowner	4752	2376 – depending on length of treatment time
Himalayan Balsam clearance (volunteers' equipment, training and publicity) <sup>2</sup>	Upstream/RLA organised volunteers		950	950
12 in channel woody debris improvement works subject to EA approval (volunteers and contractors) <sup>3</sup>	Upstream	LRTC	2100	2100
E-Coli lab testing equipment for 1 year <sup>4</sup>	RLA	LRTC	1000	1000
Enhanced water quality testing equipment (Hanna monitors for	RLA	LRTC	700	700

ammonia) <sup>5</sup>				
Replenishing existing water quality equipment	RLA	LRTC	150	150
Health & Safety training	RLA	LRTC	200	200
Social media – retainer for specialist	RLA	50 a month est (self funded)	600	0
Interpretation/signage on the river/leaflet for riparian owners <sup>6</sup>	Dogs out of the water/more info on water quality and ecology	AONB/SWW neighbourhood fund/LRTC	560	560
Total			11,012	8,036

#### Evidence of costs

##### <sup>1</sup>3 quotes for Japanese Knotweed Treatment

Company	Treatment	Cost
Japanese Knotweed Ltd	5 year treatment	£3,960+VAT
	10 year treatment	£4,494+VAT
SE Environmental	3 Year treatment, 3 year monitoring	2,520 (2,110+£420 VAT)
Inspectas Land Remediation	5 year treatment, 2 year monitoring	£15,000 +VAT

#### Other costs

		Number required	Cost	Total
<sup>2</sup> Himalayan Balsam clearance – 30 pairs gloves £180, 6 pairs secateurs £150 (based on Groves costs); leaflet and publicity to attract volunteers and inform residents (£320) and training £300		30 x gloves	180	950
		6 x secateurs	150	
		Publicity	320	
		Training/refreshments	300	
<sup>3</sup> Woody debris improvements at 12 sites – Dr Dominic Stubbings est 10 days @£150 per day (design and implementation); tree surgeon 2 days @£300 per day			1500 600	2100
<sup>4</sup> E coli, Coliforms and Enterococci	£9.16 +VAT = £10.99 per	72 (6 sites for 12 months)	791.28	978

<p>Postage to lab</p> <p><a href="https://www.pathology-management.co.uk/">https://www.pathology-management.co.uk/</a></p>	<p>sample</p> <p>Postage £8.15</p> <p>Contingency for cost increase @10%</p>	<p>12 sets of samples</p>	<p>97.80</p> <p>89</p>	
<p><sup>5</sup>Hanna Low range testing kits. Ammonia</p> <p><a href="https://www.hannainstruments.co.uk/">https://www.hannainstruments.co.uk/</a></p>	<p>£70 + VAT monitor = £84</p> <p>Re-agent pack £10.96 for 25</p>	<p>8 (8 sites for 6 months)</p> <p>3</p>	<p>672</p> <p>32.88</p>	<p>704.88</p>
<p><sup>6</sup>Signage and other information</p> <p>Boards including design</p> <p>Leaflets to riparian owners</p> <p>Designer fee £300; poster printed onto aluminium clad board 600mm square (this will have an expected life span of five to seven years depending on exposure to ultraviolet) – 3 boards at £70 each.</p>	<p>Designer/boards</p> <p>Printing leaflets</p>	<p>3</p> <p>500</p>	<p>510</p> <p>50</p>	<p>510</p> <p>50</p>

**River Lim and Beaches Ecoli Testing**

Actual results found in the cells

Summary of what the results mean

Date	Cell	Actual results found in the cells					Summary of what the results mean					
		Springhead Road	Hay Bridge	Jericho	Church Beach	Sandy Beach	Springhead Road	Hay Bridge	Jericho	Church Beach	Sandy Beach	
		Site A	Site 1	Site 2	Site 3	Site 4	Site A	Site 1	Site 2	Site 3	Site 4	
6.3.23	1					Clear						During Dredging
4.45pm	2					Clear					Low Risk / Safe	
Dredging	3					Clear						
	4					Clear						
	5					Clear						
28.3.23	1											Reasonably heavy rain overnight High water level
10.20am	2											
	3											
	4			Clear			High Risk / Probably Unsafe	High Risk / Probably Unsafe				
	5	Clear					High Risk / Probably Unsafe	High Risk / Probably Unsafe				
25.4.23	1										Weather fine average water level	
10.20am	2											
	3											
	4											
	5	Clear					Intermediate Risk / Possibly Safe	Unsafe		High Risk / Probably Unsafe		
16.5.23	1	Clear									Weather dry sunny and very hot	
10.20am	2											
	3											
	4											
	5	Clear				Clear	Unsafe	Unsafe		High Risk / Probably Unsafe		
14.6.23	1				Clear						Weather dry sunny and very hot	
17.55pm	2											
	3											
	4				Clear	Clear	Unsafe	High Risk / Probably Unsafe	Intermediate Risk / Possibly Safe	Intermediate Risk / Possibly Safe		
	5			Clear	Clear	Clear	Unsafe	High Risk / Probably Unsafe	Intermediate Risk / Possibly Safe	Intermediate Risk / Possibly Safe		
12.7.23	1										Times filming	
	2					Clear						
	3											
	4					Clear						
	5					Clear				Intermediate Risk / Possibly Safe		
25.7.23	1					Clear					Weather dry Very heavy rain three days earlier	
10.30am	2					Clear						
	3					Clear						
	4				Clear		Unsafe	Unsafe	High Risk / Probably Unsafe	Low Risk / Safe		
	5				Clear		Unsafe	Unsafe	High Risk / Probably Unsafe	Low Risk / Safe		
23.8.23	1										Weather dry warm no rain	
6.00pm	2											
	3											
	4						Unsafe	Unsafe	Unsafe	Unsafe		
	5						Unsafe	Unsafe	Unsafe	Unsafe		
26.9.23	1										Dry but heavy rain previous night Day after sewage discharge	
10.30am	2						Unsafe	Unsafe	Unsafe	Unsafe		
	3						Unsafe	Unsafe	Unsafe	Unsafe		
	4						Unsafe	Unsafe	Unsafe	Unsafe		
	5					Clear	Unsafe	Unsafe	Unsafe	Unsafe		
20.10.23	1										Dry but heavy rain in previous few days	
	2											
	3					Clear	Unsafe	High Risk / Probably Unsafe	Intermediate Risk / Possibly Safe	Intermediate Risk / Possibly Safe		
	4				Clear	Clear	Unsafe	High Risk / Probably Unsafe	Intermediate Risk / Possibly Safe	Intermediate Risk / Possibly Safe		
	5	Clear	Clear	Clear	Clear	Clear	Unsafe	High Risk / Probably Unsafe	Intermediate Risk / Possibly Safe	Intermediate Risk / Possibly Safe		

When we test for E.coli the water samples are mixed with a culture medium and a chemical which turns blue in the presence of E.coli. This mixture is placed in special bags with 5 cells and incubated at 38C. The results are based on the number and combination of the cells that turn blue. A summary of the results is shown on the attached chart. The first tests were only at the sandy beach and then in the river on a separate date. In June Church Beach was added and in September Springhead Lane in Uplyme was added. The left of the chart shows which cells turned blue. To the right of the chart shows what this means. It is noticeable that the river itself has consistently high levels of E-coli shown in red. The beaches have more variable levels of E-coli.

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Environment Budget 2023-24

### **Purpose of Report**

To allow members to receive an update on approved expenditure within the 2023-24 environment budget

To allow members to consider how the remainder of the 2023-24 environment budget should be spent

### **Recommendation**

Members note the approved expenditure within the 2023-24 environment budget and consider how the remainder of the 2023-24 environment budget should be spent

### **Background**

1. At the Strategy and Finance Committee meeting on 1 December 2021, it was recommended 'to commit £75,000 over the remaining life of the council, i.e. £25,000 per year, to carry out a climate action plan'. This recommendation was approved by the Full Council on 15 December 2021.
2. In 2022-23, this budget was underspent by £10,543.
3. In normal circumstances, if a budget isn't fully spent the balance goes back into the council's bank account. However, at the Strategy and Finance Committee meeting on 22 March 2023, it was recommended, and subsequently resolved by the Full Council 'to carry over £10,543 of the funding allocated to carry out the council's climate action plan from 2022-23 budget to 2023-24, and that the third year of the funding rolls into the first year of the new council administration'.
4. It was also noted discussions with the chairman of this committee had identified the installation of solar panels on the new amenities hut as an earmarked project for c.£10,000 in 2023-24. This money is retained for this purpose.
5. At the previous meeting of this committee on 4 October 2023, it was noted the 2023-24 budget of £25,000 had not been fully spent and it was agreed a report should be brought to the next meeting to allow members to discuss how to spend the budget.

### **Report**

6. The 2023-24 actual and committee expenditure is as follows:

- Hydrocarbon testing on dredged material - £1,765
- Plan Bee - £3,000
- Carbon Literacy Organisation silver accreditation - £1,500
- Biodiversity planting - £7,448

**Total - £13,713**

7. Therefore, there is £11,287 remaining in the budget.
8. Elsewhere on the agenda, there is a proposal for a baseline biodiversity assessment for c.£1,000 and requests from the River Lim Action Group for £8,036 and Little Green Change for £350.
9. If approved, the remaining budget would be £1,901.
10. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

Adrienne Mullins  
Support services manager  
November 2023



**Committee:** Environment Committee

**Date:** 22 November 2023

**Title:** Biodiversity Baseline Assessment

### **Purpose**

To allow members to consider a request to undertake a biodiversity baseline assessment in the town council's public gardens and green spaces

### **Recommendation**

Members consider the request to undertake a biodiversity baseline assessment in the town council's public gardens and green spaces

### **Background**

1. At the previous meeting of this committee on 4 October 2023, Cllr B. Bawden asked if there was a baseline assessment of the gardens and whether any of the planting initiatives had improved biodiversity.
2. It was agreed a report would be brought to this meeting to allow members to consider undertaking a biodiversity baseline assessment.

### **Report**

3. It was suggested officers would be able to undertake this baseline assessment, but the complexity of this assessment has been underestimated.
4. We should first try to understand what we currently have living in and around the public gardens and the town's green spaces, how best to keep the flora and fauna we currently have and more importantly, take reasonable steps to introduce more native plants and make better wildlife habitats.
5. Three companies who specialise in such assessments were contacted, but only one company, [Abbas Ecology](#), responded before this report was drafted.
6. Abbas Ecology is prepared to carry out the assessment and work closely with us to achieve our environmental goals.
7. Abbas Ecology charges a standard fee for this type of biodiversity assessment of £910 plus a 50p per mile travel costs, however these costs might be slightly higher due to the size of all our green spaces.
8. As part of this assessment, we will be able understand the diverse range of nature we currently have residing in our areas, next steps on how to manage them and how to further encourage different species.
9. Biodiversity assessments are normally undertaken between April and October, as this is when most of the flora and fauna is seen, but that's not to say we wouldn't want to undertake a winter assessment as there would still be lots of things to report on.

10. If members would like to support this baseline biodiversity assessment, it would be funded from the environment budget.
11. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

Pete Williams  
Acting operations manager  
November 2023

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Motion for the Ocean

**Purpose of Report**

To allow members to consider a Motion for the Ocean, appendix 12A

**Recommendation**

Members consider adopting the Motion for the Ocean, appendix 12A

**Background**

1. 2021 is the start of the UN Decade of Ocean Science for Sustainable Development and the year the UK has taken centre stage in climate and environmental political action at COP26 in Glasgow in November and the G7 in Cornwall in the summer.
2. With the COP26 agreement recognising we need to “consider how to integrate and strengthen ocean-based action”, the time is now for government at all levels to recognise the need for ocean action.
3. The ocean plays a unique role in regulating our climate. There is no pathway to net zero – or any of our shared global goals – that does not involve protecting and restoring nature, including the ocean, on an unprecedented scale.
4. The Ocean Recovery Declaration or ‘Motion for the Ocean’, which was developed by Cllr Dr Pamela Buchan, Emily Cunningham from the Local Government Association Coastal Special Interest Group, and Nicola Bridge at the Ocean Conservation Trust, asks local and national governments to play their part to achieve this goal.
5. The belief is all local authorities should share a collective responsibility to improve marine management through a wide range of strategies and actions, including educational approaches; water, waste, and land management; and the full remit of climate emergency actions many have already committed to. The Motion for the Ocean embraces the ‘Source-to-Sea’ approach, highlighting the direct connection that we all have to the sea through rivers and drainage, and the important impact of land-based carbon emissions on ocean health.

**Report**

6. The purpose of the motion is to ask local governments to align ocean recovery with their climate emergency response by passing the motion, indicating a commitment to ocean recovery and improvement in the way that marine environments are used and managed.
7. I ask this committee to approve the motion, **appendix 12A**.
8. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

Rob Smith  
Chairman  
Environment Committee

**Lyme Regis Town Council declares an urgent need for Ocean Recovery.**

Lyme Regis Town Council recognise that we need ocean recovery to meet our net zero carbon targets, and we need net zero carbon to recover our ocean.

**Lyme Regis Town Council pledges to:**

1. Report to Full Council within six months on the actions and projects that will begin an ocean recovery in Lyme Regis.
2. Embed Ocean recovery in all strategic decisions, budgets, and approaches to decisions by the council (particularly in planning, regeneration, skills, and economic policy), aligning with climate emergency plans.
3. Lobby for the Local Plan to support ocean recovery.
4. Work with partners locally and nationally to deliver increased sustainability in local marine industries and develop a sustainable, equitable and vibrant blue economy that delivers ocean recovery and local prosperity.
5. Grow Ocean literacy and marine citizenship in the town, including ensuring all pupils have a first-hand experience of the ocean before leaving primary school, and promote sustainable and equitable access to the ocean through physical and digital experiences.
6. Create an online portal of the council website to update on ocean recovery progress, signpost to ocean literacy development opportunities, and marine citizenship pledges.
7. Call on the government to put the ocean into net recovery by 2030 by:
  - a. Ensuring Inshore Fisheries and Conservation Authorities have the resources they need to effectively research and monitor our growing number of marine protected areas, and to set and enforce appropriate fishing levels that support local economies and deliver environmental sustainability.
  - b. Ensuring coastal communities have a meaningful say in the development of marine policy so that it delivers equitable and sustainable outcomes.
  - c. Appoint a minister for coastal communities.
  - d. And by listening to marine scientific advice to update the Marine Policy Statement and produce a national Ocean Recovery Strategy which will:
    - i. Enable the recovery of marine ecosystems rather than managing degraded or altered habitats in their reduced state.
    - ii. Consider levelling up, marine conservation, energy, industrial growth, flood and coastal erosion risk management, climate adaptation and fisheries policy holistically rather than as competing interests.
    - iii. Develop a smarter approach to managing the health of the entire ocean that moves beyond marine protected areas and enables links to be made across sectors towards sustainability.
    - iv. Establish improved processes for understanding the benefits from ocean management, leaving no doubt the links between this and human lives, livelihoods, and wellbeing.
    - v. Lobby to stop plastic pollution at source by strengthening the regulations around single-use plastics, polystyrene food and drink containers, and wet wipes, and by lobbying to set standards to

ensure all new domestic and commercial washing machines are fitted with a filter that captures a high percentage of microfibres produced in the cycle wash.

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Funding Request from Little Green Change Ltd

**Purpose of report**

To consider a funding request from Little Green Change Ltd to run a Children's Christmas Give or Take event

**Recommendation**

Members consider the report and instruct the town clerk

**Background**

1. This report is being brought to this committee because Little Green Change's Christmas Give or Take event is scheduled for early-December 2023 and, unless an extraordinary council meeting is called, there isn't an opportunity to consider the funding request until the Full Council on 13 December 2023.
2. This committee has responsibility for a budget of £25,000 for environmental projects and the Give or Take event is a re-cycling initiative.

**Report**

3. Please see an email, **appendix 13A**, from Little Green Change which outlines a funding request for a Children's Christmas Give or Take event.
4. The event will focus on children's clothing, books, and small toys.
5. The funding is for hall hire, equipment, publicity, and fuel costs.
6. Any recommendations from this committee will be considered retrospectively by the Full Council on 13 December 2023.

John Wright  
Town clerk  
November 2023

Dear John,

I hope you're well.

Is Lyme Regis Town Council in a position to fund a **Children's Christmas Give or Take Event** in early December? I'm keen for Little Green Change to run one, but I need the money to purchase the necessary equipment (which can be reused for future events, making them cheaper to run), some posters, leaflets and a roller banner to promote this and future events, petrol costs for collecting items, and for the hire of a hall in Lyme (potentially Woodmead Halls on Sunday 3rd December - email correspondence below).

**The idea of the event is that everyone can bring and take children's items (which are all in excellent quality) for free - no money is exchanged.** Anything left over can be put towards the next event.

I've run a few Give or Take Days previously, including for Islington Council and Newham Chamber of Commerce, and we managed to give away loads. We'll be aiming it at children's clothing, books and small toys in working order. The event will be open to everyone, but will help those on low incomes the most.

The total cost for the first event depends on the hall hire costs, but I estimate this to be £350. We'd look to fund future events (which Little Green Change can run throughout the year) through business sponsorship or external funding bodies.

Best wishes,

Clare

Clare Matheson  
Founder and Director  
Little Green Change Ltd

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Electric Vehicle Charging Points

### **Purpose**

To allow members to consider:

- the consumption and cost of the council's two electric vehicle charging points in Monmouth Beach car park and two electric vehicle charging points in Woodmead car park
- suspending the council's policy of charging consumers an additional 10p on the kWh purchase cost of electricity
- increasing the cost of electric vehicle charging to 70p per kWh to cover the cost of purchasing electricity, only

### **Recommendation**

Members consider the report and suspend the council's policy of charging an additional 10p on the kWh purchase cost of electricity for its four electric vehicle charging points and fix the purchase cost for customer charging to 70p per kWh until November 2024

### **Background**

1. On 16 February 2022, the Full Council approved its policy on charging for electric vehicle charging points, i.e., 'to pay to park at the normal rate in the parking bay' and to 'pay for the electricity used to charge the vehicle at cost, plus 10p per kWh.
2. The town council has four electric vehicle (EV) charging points at Monmouth Beach and Woodmead car park.
3. Ahead of the last meeting of this committee on 4 October 2023, the chairman asked for data on the use of the council's EV charging points. The data and information presented to that committee was qualified and subsequently found to be incorrect; the cost of electricity had not been amended on the Pod Point<sup>1</sup> website from the default charge of 14p per kWh to the actual electricity cost of 63.8p per kWh<sup>2</sup>.
4. Consequently, the report to this committee on 4 October 2023 reported a significant surplus on this operation.
5. The council's policy position on EV charging points is revenue should cover the council's cost of energy purchase.

### **Report**

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<sup>1</sup> Pod Point operates EV charging points for the town council. Data can be obtained securely from its website but there is a requirement for variable costs and charges to be updated by the council. Charges for the consumer purchase of electricity had been amended to reflect the increase cost of the council purchasing electricity but the council's cost of purchasing electricity had not been amended to the current tariff of 63.4p per kWh and had been left at the default cost of 14p per kWh.

<sup>2</sup> The council's electricity cost was fixed on a two-year deal in November 2022; the renewal was at the market peak and was the best the council could achieve. The deal expires in November 2024.



6. The finance team and town clerk have now revisited and amended the data.
7. The analysis covers the period November 2022 to October 2023, inclusive and the charges are inclusive of VAT.
8. For this period, the council purchased 25,478 kWh of electricity at a cost of £18,116.33; the kWh unit cost was 63.8p. In addition, there is a standing charge of 44.7p per day for each location, a total of 326.31.
9. For the same period, the revenue generated by the energy delivered to consumers was £14,980.71.
10. This means the cost to the council for the year up until 31 October was £3,135.61.
11. To allow this operation to break even, the town clerk proposes the charge for the council's EV points is increased to 70p per kWh.
12. If members adopt this proposal, the council must suspend the policy position approved on 16 February 2022, i.e., to charge electricity at 10p above its purchase cost.
13. The charge will be reviewed when the council reviews its electricity purchase in November 2024.
14. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

John Wright  
Town clerk  
November 2023

**Committee:** Environment

**Date:** 22 November 2023

**Title:** Carbon Literacy Training

### **Purpose of Report**

To update members on the latest position with carbon literacy training

### **Recommendation**

Members note the latest position with carbon literacy training

### **Background**

1. This council agreed to undertake Carbon Literacy training in 2020. Cllr Bawden delivered the toolkit pilot for parish and town councils to councillors from Lyme Regis, Charmouth and Seaton councils and officers from Lyme and Dorchester town councils on 28 October 2021. She presented the feedback to a Carbon Literacy 'Sneak Peek' taster event at COP26 on 11 November 2021.
2. At the meeting of this committee held on 24 November 2021, it was further reported The Carbon Literacy Project (CLP) had developed a toolkit for parish and town councils, enabling members to engage in action-based learning, to prepare them for their responsibilities in addressing climate change.
3. It was noted that adding another opportunity for a members' workshop and two half-days for officers and staff to be trained and accredited would enable the town council to apply for a higher tier of the organisation-based Carbon Literacy accreditation. There were four levels of accreditation: Bronze, Silver, Gold and Platinum. Details were outlined in the report.
4. Members considered the report and recommended to approve the town council working towards Carbon Literacy accreditation as an organisation. Full Council subsequently approved this recommendation at its meeting on 15 December 2021.
5. It was later agreed to work towards Silver Level of accreditation. Amongst other things, this required at least 20% of the 'workforce' (which can include members) to be trained and accredited.

### **Report**

6. Further staff and member training took place in 2022 and the 20% threshold required for Silver accreditation was met at that time.
7. The required application for accreditation was submitted on 25 April 2023 and the fee of £1,500 paid. The operations manager submitted the necessary organisational details, together with other required information, including a draft case study outlining an example of this council's commitment towards measures to reduce or eliminate carbon.

8. During a recent discussion with the CLP, it became clear there were potential issues with the information submitted to date, including:
  - The case study was overly focussed on biodiversity net gain, and more evidence was required about measures specifically and directly linked to carbon reduction.
  - There needed to be greater evidence of how carbon reduction was 'embedded' in the council's decision-making and any regime of 'performance management'.
9. In addition, it was noted that the 20% requirement applied at the time accreditation was **granted**, not applied for, and that several trained staff had left the council since the training was delivered. It was possible that training would need to be delivered to additional staff or members for the required threshold to now be met.
10. It was also noted that the criteria for obtaining accreditation was changing from 1 March 2024 and that any outstanding work and evidence needed to be completed by that date to avoid having to go through the process 'from scratch'.
11. Officers will ensure any outstanding information, including a revised or new case study, is provided to the CLP before 1 March 2024 with a view to this council achieving Silver Level accreditation. If further training is required, either to staff or members, this will be offered and delivered.
12. On the day of sending out this agenda, further information came to light from the CLP which suggests they offer an alternative course more specifically designed for town, parish and community councils, as opposed to the Local Authorities Generic Staff Course, which this council has applied for. This confusion seems to have arisen because the CLP had not appreciated the 'town' status of Lyme council. Officers are still trying to understand the best course of action in the light of this new information and any update will be provided verbally.
13. Members are asked to note the current situation.
14. Any recommendations from this committee will be considered by the Full Council on 13 December 2023.

Mark Green  
Deputy town clerk  
November 2023