



John Wright  
Town Clerk

## Lyme Regis Town Council

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### Environment Committee

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

Notice is given of a meeting of the Environment Committee to be held at the **Guildhall, Bridge Street, Lyme Regis** on Wednesday 12 March 2025 commencing at 7pm when the following business is proposed to be transacted:

John Wright  
Town Clerk  
07.03.25

*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 apologies and reasons for absence

### **3. Minutes**

To confirm the accuracy of the minutes of the Environment Committee meeting held on 22 January 2025

### **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 22 January 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 environmental developments

### **8. To receive the minutes of the Bathing Water Quality meeting on 14 January 2025**

### **9. Review of the Environment Policy**

To allow members to review the Environment Policy and amend the review period from one year to three years

### **10. The establishment of a working group for the achievement of net zero carbon emissions by 2030**

To allow members to consider the establishment of a working group for the achievement of net zero carbon emissions by 2030

### **11. Climate Action Plan**

To provide members an opportunity to review and consider the draft climate action plan and advise offices accordingly

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

To allow members to receive a report from the River Lim Action Group

**13. Biodiversity Baseline Assessment Report**

To allow the committee to receive the biodiversity baseline assessment report from Abbas Ecology and instruct officers how to proceed with the recommendations within

**14. Solar Roofs Project**

To update members on the progress of the Solar Roofs project

**15. Exempt Business**

LYME REGIS TOWN COUNCIL

ENVIRONMENT COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 22 JANUARY 2025

**Present:**

**Chairman:** Cllr S. Cockerell

**Members:** Cllr M. Denney, Cllr G. Stammers, Cllr P. May

**Other members:** V. Elcoate, J. Breeze

**Officers:** A. Mullins (support services manager), A. Turner (operations manager)

**Absent:** Cllr G. Turner

**24/46/ENV Election of Vice-Chairman**

It was proposed by Cllr S. Cockerell and seconded by Cllr G. Stammers that Cllr P. May is vice-chairman of the Environment Committee.

There being no other nominations, Cllr P. May was duly **ELECTED** as vice-chairman.

**24/47/ENV Public Forum**

**G. Roberts**

G. Roberts from the River Lim Action Group (RLAG) said the group had released a report, which were the results of last year's pollution, and had secured funding from East Devon to host two events to raise the group's profile within the wider catchment. The first would be a public presentation at the Pine Hall on 14 March 2025. There would be a leaflet drop to every household to advertise this as there had been criticisms in the past that the group was not inclusive, so they were trying to gauge the opinion of the wider catchment. The event would include speakers from farming and protected landscape and the Farming and Wildlife Advisory Group, who could also advise on available grants. The second event was a complimentary breakfast, paid for by East Devon, for landowners, with 50 invites being sent to farmers and riparian owners. The event was an opportunity to share the information RLAG had gathered, particularly on pollution. He said farmers contributed to the pollution but were not the cause so they wanted to address this with them at a personal meeting. The town council would be invited to the event a landowner, as it would give an overview of council-owned land and what could be done to improve biodiversity and to make the river more resilient to climate change.

**24/48/ENV Apologies**

Cllr C. Aldridge – prior commitment

Cllr S. Larcombe

Cllr A. Wood – holiday

G. Barr

#### **24/49/ENV Minutes**

It was noted the deputy town clerk was on the attendance list but was not present, and the town clerk was present but was not on the attendance list.

It was also noted Cllr G. Stammers' name was incorrectly recorded as J. Stammers.

Proposed by Cllr P. May and seconded by Cllr G. Stammers, the minutes of the meeting held on 20 November 2024, with the above amendments, were **ADOPTED**.

#### **24/50/ENV Disclosable Pecuniary Interests**

There were none.

#### **24/51/ENV Dispensations**

There were none.

#### **24/52/ENV Matters arising from the minutes of the previous meeting held on 20 November 2024**

##### **Carbon Literacy Organisation Accreditation**

The operations manager said the deputy town clerk would undertake training to be able to train others in the organisation, with other managers also potentially being trained to deliver.

##### **Budget**

It was noted the council had not agreed to allocate £25k specifically to this committee but it had put forward projects for 2025-26, which had been largely accepted by the council.

#### **24/53/ENV Update Report**

##### **Updates from Community Organisations**

V. Elcoate said following the recent bathing water quality meeting, Dorset Council had put money in its budget to carry out a survey of highway drainage assets on Marine Parade and Cobb Road and pollution on Front Beach.

V. Elcoate said the RLAG had done a survey of the river to pinpoint problems and South West Water (SWW) was tackling pollution in the lower parts of the river. RLAG had published a monitoring report at the end of 2024, which included a list of action points and recommendations, and the group had written to the Environment Agency (EA) to ask for an action plan to improve water quality at Church Cliff Beach. The EA had produced an action plan and the group would hold them to account on this.

## **Use of Biodiesel/HVO in council vehicles**

It was noted biodiesel would be used in the town bus and it was queried whether the park and ride bus could also use it. It was noted that the council hadn't asked the park and ride operator to use biodiesel, although this was something to think about in future.

## **24/54/ENV Climate and Nature Survey, Dorset Town and Parish Councils**

It was noted this was a fact-finding exercise by DC so there was no particular expertise required to respond. However, it was suggested this exercise could form the basis for developing the council's nature policy.

Proposed by Cllr P. May and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate Cllrs P. May and S. Cockerell to work with officers to formulate a response to the Town and Parish Council – Climate and Nature Survey.

## **24/55/ENV New Waste Regulations (Simpler Recycling in the Workplace, England)**

It was noted local information events about the new regulations had not been well attended by local businesses and that storage of the bins, especially in Broad Street, would be a major issue. It was suggested the town council needed to have a proactive approach to engage with businesses to find out what the issues were and whether the council could do anything to help them. The disposal of food was considered to be the most significant issue.

The support services manager said although it wasn't the town council's responsibility to manage waste from commercial properties, it would impact the council because of its tenants on the seafront and at the chalet and caravan park. It was noted the council would also be required to separate its own waste.

It was agreed it would be beneficial for the town council to discuss practical solutions with businesses and DC.

Proposed by Cllr P. May and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate Cllr P. May, Cllr S. Cockerell and J. Breeze to set up a meeting to bring together local businesses, the town council and Dorset Council to discuss the new waste regulations and practical solutions.

It was also agreed information about the regulations should be included in the council's business briefings.

## **24/56/ENV Solar Communities**

It was suggested the council could proactively encourage PVs on residential properties, by gathering together people who are interested in doing this and bringing in trusted suppliers. It was noted Dorset Climate Action Network (DCAN) would be happy to help implement a plan. As government grants would be available in June for domestic solar, this would be a good time to progress the idea.

It was suggested a meeting be set up with DCAN to progress this and Cllr M. Denney and V. Elcoate agreed to be involved.

Proposed by Cllr P. May and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to set up a meeting with Dorset Climate Action Network to progress the idea of a scheme to install solar panels on residential properties, to include Cllr M. Denney and V. Elcoate.

**24/57/ENV Strategic plan for achieving net zero carbon emissions by 2030**

It was suggested the current plan for achieving net zero carbon emissions by 2030 wasn't a strategy, but more of a list of works, and it required further development to make it into a strategy.

It was suggested the plan was restrictive as it focused on the council's activities, rather than engagement in the community, and it needed to look wider to be meaningful.

It was queried whether a baseline of net zero was carried out when the plan was formulated. It was also suggested every action should have a carbon reduction target against it and the strategy should be broadened to include nature.

The support services manager said key performance indicators were identified in 2022 so these could be used as a baseline.

It was suggested a small group developed a climate action strategy and Cllr P. May, Cllr S. Cockerell and V. Elcoate agreed to be involved.

Proposed by Cllr P. May and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** that Cllr P. May, Cllr S. Cockerell and V. Elcoate develop the council's climate action strategy, to be presented to the Environment Committee for approval.

**24/58/ENV Migration to Electric Powered Vehicles**

Members noted the use of biodiesel may be an alternative to replacing all the current diesel vehicles with electric.

*The meeting closed at 8.08pm.*

**Committee:** Environment

**Date:** 12 March 2025

**Title:** Matters arising from the minutes of the previous meeting held on 22 January 2025

**Purpose of Report**

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

**Recommendation**

Members note the report and raise any other issues on the minutes of the previous meeting that they require further information on.

**24/52/ENV Matters arising from the minutes of the previous meeting held on 20 November 2024**

**Carbon Literacy Organisation Accreditation**

The Carbon Literacy Organisation has recommended an organisation called Speak Carbon Collective (SCC) to deliver carbon literacy training to members and employees. The town clerk and support services manager had a virtual meeting with SCC on 20 February 2025 to discuss how the training could be delivered.

SCC has put together a proposal for training around 30 people over two workshops; one online and one in-person. The online course would be delivered over two half days and the in-person training would be delivered over one day. The training would take place in May or June 2025. The expectation is we would have 20 people from within the organisation participating in the training, which would allow us to invite around 10 people from local organisations and stakeholders.

SCC would use the accredited Carbon Literacy for Town and Parish Councils course, with some elements bespoke for this council. SCC would support the pledge-writing process, carry out pre and post-course evaluations and arrange for the certificates to be issued.

The total cost would be £3,851, plus the £10 per head certification fee, and any in-person expenses. If external organisations take up the training, the costs per person would be passed on.

**24/53/ENV – Update Report**

**Use of Biodiesel/HVO in council vehicles**

A 3,500L pumped twin walled tank has been ordered and delivery and installation is anticipated w/c 10 March 2025.

**24/54/ENV – Climate and Nature Survey, Dorset Town and Parish Councils**

Cllr S. Cockerell, Cllr P. May and the former operations manager met on 29 January 2025 and submitted a response to Dorset Council ahead of the survey's closing date.

### **24/55/ENV New Waste Regulations (Simpler Recycling in the Workplace, England)**

Officers have organised a meeting with Lyme Regis Business Association on 17 March 2025; waste recycling is on the agenda and Dorset Council's lead officer for this project, Matthew Boulter, has been invited to the meeting.

Officers have contacted Dorset Council offering to repost information on waste regulation requirements on the town council's social media platforms, website and business briefings.

To reduce waste storage problems for businesses, officers have started discussions with Dorset Council about re-opening the bin store at Broad Street car park. Town council staff will manage the bin chamber on behalf of Dorset Council and restrictions will be placed on waste storage. A report on this proposal will be taken to the Town Management and Highways Committee 9 April 2025.

### **24/56/ENV – Solar Communities**

Cllr M. Denney and V. Elcoate were delegated to progress the idea of a solar scheme in Lyme Regis. They met to discuss the project and Cllrs S. Cockerell and P. May also attended. A report is elsewhere on this agenda.

### **24/57/ENV – Strategic plan for achieving net zero carbon emissions by 2030**

A meeting took place on 5 March 2024 between the town clerk, acting operations manager and Cllrs P. May, S. Cockerell and V. Elcoate, who were delegated by this committee to develop the strategy. Cllr C. Aldridge and J. Breeze also attended the meeting.

A report is elsewhere on the agenda to update the committee on progress and with a proposal that this is formally appointed as a working group.

Pete Williams  
Acting operations manager  
March 2025

John Wright  
Town clerk

**Committee:** Environment

**Date:** 12 March 2025

**Title:** Update Report

**Purpose of the Report**

To inform members about progress on significant environmental developments

**Report**

**Updates from Community Organisations**

Members of any local community organisations present at the meeting will be asked if they wish to update the committee on their initiatives. A maximum of three minutes will be allowed for each organisation to present to the committee.

**Electric Supply to Gardens Lighting**

The quote for a metered supply to the gardens lighting has not yet been received from National Grid and is being chased by the deputy town clerk. When received, analysis will be carried out to see if there is a viable business case to take this forward.

**Bathing Water Quality minutes (report from Rob Thomas and Liz Davies)**

**Minutes of meeting on 14 January 2025**

**A meeting to determine, the cause and, an action plan for improving the bathing water quality of Front Beach and the River Lim, Lyme Regis as a collaborative effort of all agencies and councils.**

1. Minutes of meeting on 1 October 2024 – accepted as a true record

2. In Attendance: Adrian Turner (LRTC), Stuart Cockerill (LRTC), Belinda Bawden (DC), Adam Steele (DC), Tristan Kelsall-Spurr (SWW), Jenny Eamer (SWW), Sarah Sharpe (SWW), Jim Flory (EA), Rob Thomas (RLAG), Mick McMorrow (RLAG)

Apologies for absence – Chris Angell (EA), Jay Harris (SWW), Vicki Elcoate (RLAG), Liz Davis (RLAG)

3. Actions from meeting 1st October 2024

a. Front beach drainage – surface and contamination - Done (map mailed)

b. LRTC were supposed to have posted notices in the chalets about what to put down drains – Action – AT – Done (in November)

c. Map of drains bottom of river: SWW Action last meeting – Action – TK - Done

d. Horn Bridge Upgrade - JE advised that this has been completed. It was a power upgrade and as a result smart pumping is in place. MM pointed out that the CSO there had still discharged for 24 hours after the rain had stopped.

e. Historical Data - Waterfit - RLAG has expressed frustration that there was no historic data available. Per JE this has been passed on to the team.

f. Access to Sonde Data. RT again asked when we would get the online access RLAG had been promised - **ACTION SWW**

g. Water Quality Notices at the beaches - these are still not being posted. After some discussion it was made clear that this is a DC responsibility - **ACTION BB**

h. EA New Reporting Tool - RT stated that he had reported two instances on the new tool since the last meeting, the first of which had ended with an error message, but the second of which had resulted in a follow up phone call from Rob Smyth at the EA. JF stated that the system was still at the test stage and RLAG should continue to utilise it - **ACTION RT**

4. Updates

EA

JF stated that the farms will have been visited as part of the routine process, but he did confirm in respect of the cattle feeder adjacent to the river, action had been taken.

BB asked if she could invite Uplyme Parish Council to future meetings. There were no objections. - **ACTION BB**

JF reiterated that RLAG should continue to report all incidents, as the EA will act on them - **ACTION RLAG**

JF stated that the EA were going to be carrying out a drone survey of the river.

RT asked what the EA were doing now that they had classified Church Cliff Beach as Poor. JF stated that they had a draft plan and promised to send it to RT - **ACTION JF**

*At 13:00 after his update JF left the meeting.*

SWW

JE reported that SWW were looking to revamp the Heritage Days to offer visits to USTW and Gun Cliff if possible.

TK presented a map showing current areas of work focus

- In Uplyme there's still a private misconnection opposite the Village Hall directly into a tributary. They have asked the owner to address - **ACTION TK**

- Woodmead Road – still investigating (could be misconnection or run-off). Ecoli reading is 10,000 - **ACTION TK**

- Outflow from pipe below path by weir in Jericho - still investigating; will be lifting man hold and surveying - **ACTION TK**

- TK has discovered multiple outflows of ecoli through the wall adjacent to the disused outflows adjacent to (upstream of) Gosling Bridge SWO 1312 - **ACTION TK**

- 1410 - TK had checked both the Cadet Hut and Candles on the Cobb Pavilion and there were no misconnections. On-going ground movement is an issue. The lining that was installed by a contractor had come away and would be replaced under warranty. So still investigating but the ammonia readings had halved from 6 to 3 - **ACTION TK**

MM asked about sewage in an adjacent garden. TK explained this was a separate issue that was being addressed.

- Mill/Brewery – leaking from wall. Still investigating and struggling. It is still leaking from the wall but is sporadic. It's not coming from the Mill or the Gallery. They need to find out who owns the cellar under the gallery. BB offered to help with that - **ACTION BB/TK**

BB pointed out that LRTC has a subscription to Parish Online which should, she understands, be able to show land ownership, should this be needed for the ongoing river surveys and liaison with landowners. Mark Green will be able to help login. - **ACTION AT/SC**

SC asked about issues at Colway Lane. JE agreed to look into and if Highways will pass it on directly to them - **ACTION JE**

Re the impermeable area survey, JE advised that SWW are still working to come up with a plan. All the work to be completed by 2027.

The total was £16million of investment. The funding had been approved by OFWAT in December. Routine maintenance work such as misconnections and malfunctioning drains is in addition to this funding.

Separation in Uplyme was discussed as there has been no reduction in the spills from the CSO at the Uplyme Sewage Treatment Works.

Microbial Source Tracking (MST) Report and data: RLAG had been sent the report and data following an EIR request.

RT reported that RLAG had spent a lot of time and expertise (including a microbiologist and scientist) and had discovered that the conclusions drawn by SWW were not supported by their data. It appeared that the report had been based on a fraction of the available data and the conclusion was at odds with both the raw data and the EA results of their sampling. Specifically SWW had concluded that the human to ruminant percentage of pollution was 11.9%. Whereas detailed comprehensive analysis of the data by the RLAG experts had found the figure to be 41.6%, with the figure at the mouth of the river being 80%, which aligned with the previous EA sampling there showing c86% human.

RT expressed his frustration that this appeared to be selective (mis)-reporting of the data and that approach was at odds with the constructive and collaborative way that SWW had dealt with all other matters.

#### LR TOWN COUNCIL

AT reported that the Woodmead Road car park drainage work would be commenced in the next month or so.

He also stated that there was water in the landslip so a contractor had been appointed to put in drainage after a Geo Tech survey. Stability work is required as there's potential for a further land slip.

#### DORSET COUNCIL

AS reported that there was no scheme in place to address the drainage situation by the Royal Standard. Dismay at this news was expressed all round. It was agreed that the surface drain outlet solution needs to be actioned as soon as possible. AS said he was attending a meeting on Monday (20 January) to discuss 25/26 FY works and he would do his best to get this included - **ACTION AS**

BB agreed to write to Ian Newport to that end too - **ACTION BB**

AS reported that there was contamination coming out of the storm water drain at the end of the groyne. AS agreed to share details of survey work with TK so they could look to jointly resolve the issue - **ACTION AS/TK**

#### RLA

The RLA are continuing their monitoring programme – testing for Ecoli, Ammonia and Phosphate and Riverfly set points along the river on a monthly basis. The Ecoli samples are sent to a laboratory for expert analysis and confirm high levels of Ecoli towards the mouth of the river and at Springhead Road.

After the five days last year, RLA are organising more Himalayan Balsam pulling days in summer 2025. JE offered SWW staff help. RT thanked her and promised to speak to Graham Roberts, who organises the days - **ACTION RT**

The treatment of more Japanese Knotweed infestations and also an additional fish pass design cost, amongst other funding requirements, are part of the 5 year funding application that RLA had just submitted to LRTC.

RT reported that RLA had secured funding from FIPL for two engagement events. One with the public/supporters and the other with farmers and landowners. Both were scheduled to take place in March.

5. New Items

None

6. AOB

None

7. Date of Next Meeting

15 April 2025 - Mid-day

**Committee:** Environment Committee

**Date:** 12 March 2025

**Title:** Review of the Environment Policy

**Purpose of the Report**

To allow members to review the Environment Policy and amend the review period from one year to three years

**Recommendation**

Members review the Environment Policy and make any suggested amendments

**Report**

1. The Environment Policy underwent a fundamental review in 2023 and was due for review in December 2024.
2. Officers have reviewed the policy and are not suggesting any significant changes, other than to extend the review of the policy from annually to every three years. This would be in line with the majority of the council's policies and procedures.
3. The policy is attached, **appendix 9A**. Members may wish to suggest further amendments.
4. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Pete Williams  
Acting operations manager  
March 2025



## 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 reviews 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 every three years or sooner if there are changes in legislation or best practice.

**Implementation date:** April 2025

**Review date:** April 2028

John Wright  
Town clerk  
April 2025

**Committee:** Environment

**Date:** 12 March 2025

**Title:** The establishment of a working group for the achievement of net zero carbon emissions by 2030

**Purpose of Report**

To allow members to consider the establishment of a working group for the achievement of net zero carbon emissions by 2030

**Recommendation**

Members approve the establishment of a working group for the achievement of net zero carbon emissions by 2030

**Background**

1. On 22 January 2025, this committee considered a report on the strategic plan for achieving net zero carbon emissions by 2030. The meeting made the following recommendation to Full Council:  

‘that Cllr P. May, Cllr S. Cockerell and V. Elcoate develop the council’s climate action strategy, to be presented to the Environment Committee for approval’
2. The recommendation was approved by the Full Council on 12 February 2025.
3. Cllr P. May, Cllr S. Cockerell and V. Elcoate met with the acting operations manager and the town clerk on 5 March 2025 to consider the strategic plan for achieving net carbon zero carbon emissions by 2023; Cllr C. Aldridge and J. Breeze also attended the meeting. There is a separate report on the strategic plan for achieving net carbon zero emissions by 2023 elsewhere on this agenda.
4. At the meeting, there was a proposal to establish a working group to take forward and monitor progress towards the achievement of net carbon zero emissions by 2030.

**Report**

5. The committee needs to consider the purpose of the working group (a proposal is included in the draft terms of reference), its membership and voting rights if the group includes non-councillors.
6. These will be incorporated into the working group’s terms of reference, a draft is attached, **appendix 10A.**

John Wright  
Town clerk  
March 2025

## Terms of Reference

### Strategic Plan for the Achievement of Net Zero Carbon Emissions by 2030

#### **Purpose**

To support the council's aim to achieve net zero carbon emissions by 2030 and to review and monitor progress against the strategic plan to achieve net zero carbon emissions by 2030.

#### **Membership:**

**Officers:** Operations manager

Following decisions of the working group, further external bodies and members of the public can be invited to participate in meetings.

#### **Voting**

#### **Quorum**

A minimum of three members, two of whom should be councillors.

#### **Date and time of meetings**

To be determined at the first meeting of the working group.

#### **Reporting arrangements**

The working group will report to the Environment Committee.

#### **Support**

The working group will be supported by an officer of the council, unless otherwise directed by the working group.

John Wright  
Town clerk  
March 2025

**Committee:** Environment Committee

**Date:** 12 March 2025

**Title:** Climate Action Plan

**Purpose of Report**

To provide members an opportunity to review and consider the draft climate action plan and advise officers accordingly

**Recommendation**

Members approve introducing the actions suggested from the climate action plan meeting and instruct officers to proceed accordingly

**Background**

1. At the previous meeting of this committee on 22 January 2025, members were presented with an update on the strategic plan for achieving net zero carbon emissions by 2030.
2. Members felt the plan required development into a strategy and it was recommended, and subsequently resolved by Full Council on 12 February 2025, 'that Cllr P. May, Cllr S. Cockerell and V. Elcoate develop the council's climate action strategy, to be presented to the Environment Committee for approval'.

**Report**

3. A meeting was held on 5 March 2025 between Cllr S. Cockerell, Cllr P. May, Cllr C. Aldridge, V. Elcoate, J. Breeze, the town clerk and the acting operations manager to talk about how the council can set up and deliver climate objectives.
4. Prior to this meeting, a draft climate action plan was suggested by Cllr P May to work from. The full draft plan can be seen at **appendix 11A**, with a summary of these actions completed by officers
5. It is recommended these meetings should become an official working group, which would be reported back to this committee. A separate report can be found an agenda item 10.
6. Officers will populate the plan and submit it to the next meeting of this committee.
7. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Pete Williams  
Acting operations manager  
March 2025

| Draft Climate Action Plan Ideas   | Summary  |
|---|--|
| <b>1. Town Council Management</b>   |  |
| 1.1 Review vehicle & equipment needs and where possible move to electric machines.  | Proposals already submitted to the environment committee   |
| 1.2 Maintain an environmental monitoring system for the Town Council's business & operations, including tracking carbon use.  | Introduce a monitoring system to track carbon use by July 2025   |
| 1.3 Develop a system to monitor & review the Council's waste streams, with a view to reducing waste to XX% (to be agreed) of the baseline; recycle above 80% (to be agreed) of waste where reducing is impossible.                        | Introduce a policy and procedure by July 2025  |
| 1.4 Provide carbon literacy training for all LRTC staff and councillors and take the necessary steps to maintain accreditation status.  | Training to take place end of May/ June. Training provider SSC. Aim to provide training for all employees and members. Training for trainers to take place in June/ July 2025.   |
| 1.5 Move to a fully renewable energy electricity supply contract for LRTC.  | 90% our electric is from YU energy which is certified 100% renewable energy, 10% is supplied by EDF which is a major renewable energy company.   |
| 1.7 Improve energy efficiency in all council buildings (or retrofit council buildings with energy saving measures)  | Refurbishment and new builds comply with the latest building regulations on energy saving measures, i.e. Beach store, amenities hut and Cemetery lodge. Measures include, fitting PV panels to cover all electricity consumption and appropriate insulation in walls and loft cavities.  |
| <b>2. Managing our built environment</b>  |  |
| 2.1 Identify & implement energy reduction measures.   | Replaced 39 streetlights to LED bulbs. All newly refurbished and new buildings have LED lighting, sensor lights, electric heating fed from roof PV's and all building meet current building regulations for insulation   |
| 2.2 Identify options for reducing water use and harvesting rainwater.   | LRTC have a water butt on the newly refurbished garden Pavillion, and plan to introduce water butts on the amenities hut and Cemetery lodge. Consideration will be given to move towards sensor taps   |
| 2.3 Apply sustainability measures to all new and refurbished LRTC buildings.  | LRTC will continue to introduce sustainability measures as part of our Environmental objectives  |
| 2.4 Support local initiatives to promote community renewable energy schemes or take up of renewables by residents and businesses.   | LRTC will work with other organisations to promote schemes   |
| 2.5 Support local energy champions who carry out thermal surveys, promote better insulation and a switch away from fossil fuel useage in the home.  | LRTC will work with and promote local energy champions   |
| <b>3. Protecting and enhancing the natural environment</b>  |  |
| 3.1 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. | LRTC has an existing policy to ban the use of glyphosate. The policy has been set aside to tackle invasive species.  |
| 3.2 Develop more drought resistant planting plans and continue to plant wild flower gardens and ensure plants in beds, borders and planters are pollinator friendly and where possible, sourced locally and grown organically.            | LRTC currently source plants locally and employ drought tolerant planting  |
| 3.3 Set a target to increase biodiversity on council land in line with current government targets.  | LRTC needs to consider and understand the governments targets for 2030 and 2050, with a paper brought to this committee in July 2025   |
| 3.4 Continue to plant more trees and identify sites for biodiverse tree planting and hedgerow restoration/enhancement.  | LRTC have previously planted 6500 whip trees gifted to us by The World Forest Organisation, we have introduced wildlife corridors, supporting the great Dorset hedge and is due to embark on biodiversity projects. Opportunities for tree planting are limited on LRTC land. We will talk to other organisations about land availability. |

|  |  |
|--|--|
| <b>4. Encouraging, educating and adopting environmental best practice</b>  |  |
| 4.1 Support Dorset Waste Services to increase the household & businesses recycling rate in Lyme Regis.   | Meeting arranged with DC, business association and members on the 17 March 2025. LRTC has agreed to repost workplace recycling requirements and is considering reopening the Broad Street bin store. |
| 4.2 Work with community organisations like Turn Lyme Green and others to deliver community based environmental improvements.                   | We work, promote and fund community organisations  |
| 4.3 Support public events aimed at raising awareness about opportunities for environmental improvements.                                       | LRTC supports public events and uses its communicational channels to promote them  |
| 4.4 Promote Lyme's status as a Plastic Free town and encourage more businesses to sign up.   | LRTC supports a plastic free town  |
| <b>5. Protecting local infrastructure</b>  |  |
| 5.1 Develop an Electric Vehicle Charging Strategy to increase the number of charging facilities in LRTC car parks.                             | LRTC will contact National Grid to explore the possibilities of introducing additional charging points within our car parks  |
| 5.2 Support & encourage local businesses put sustainability at the heart of their operations.  | LRTC will promote and encourage sustainability through meetings and briefings  |
| 5.3 Support the provision of a community town bus in Lyme Regis.   | LRTC aims to have the community town bus operational by end of April 2025  |
| 5.4 Support the provision of a Park & Ride facility.   | LRTC supports and underwrites the park and ride  |
| 5.5 Where practical, promote essential services are retained in Lyme Regis.  | Where practical LRTC supports essential services e.g., grant funding for the Post office, town bus, park and ride and grant funding for the food bank from April 2025                                |
| <b>6. Supporting Sustainable Tourism</b>   |  |
| 6.1 Continue to provide and maintain a beach equipment recycling box.  | Agree  |
| 6.2 Develop & promote a sustainable tourism vision for Lyme Regis.   | LRTC will promote and encourage sustainable tourism  |
| 6.3 Work with Dorset Council to improve signage that reduces traffic congestion in the town.   | Officers will contact DC and work with them to introduce improved signage within the town  |
| 6.4 Promote sustainable transport and safe walking in and around the town to reduce the need for visitors (and residents) to use cars.         | LRTC will promote the use of the town bus and park and ride facilities within the town to minimise congestion  |
| <b>7. Resilience &amp; adaptation measures</b>   |  |
| 7.1 Maintain emergency plans to address and mitigate future challenges, e.g. Flooding, Storms, Power cuts, Blocked roads, Sea defence breaches | LRTC will continue to manage and review the emergency policy on a yearly basis   |
| 7.2 Work with partners to promote local food security, shortening supply chains and encouraging local food growing and production.             | LRTC will encourage, advise and help promote local food growing and production   |

**Committee:** Environment Committee

**Date:** 12 March 2025

**Title:** River Lim Action Group Report

**Purpose of the Report**

To allow members to receive a report from the River Lim Action Group

**Recommendation**

Members note the report from the River Lim Action Group

**Report**

1. The River Lim Action Group has provided a report on their latest activities. The report is attached, **appendix 12A**.
2. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Pete Williams  
Acting operations manager  
March 2025

**River Lim update report (report from Vicki Elcoate)**

River Lim Update  
For LRTC Environment Committee meeting, March 12<sup>th</sup> 2025

*Paper for information*

**Events in March**

River Lim Action has worked with the East Devon National Landscape and the Farming and Wildlife Advisory Group to organise two river related events in March.

All are invited to the first, at 7pm on March 14<sup>th</sup> in the Pine Hall, Baptist Church. This is an event to raise public awareness about the issues the river faces and the opportunities to do something to help. Speakers are from the organisations above and Giles Bristow, from Surfers Against Sewage.

Councillors are encouraged to come along and contribute to how we can improve the health of the river.

The second, on March 21<sup>st</sup>, is for farmers and landowners with the same organisations involved. So far there has been a positive response to our personal invitations which includes one to the Town Council as it owns and manages land in the catchment. The River Lim Catchment area presents opportunities for possible new streams of funding through “Farming in Protected Landscapes” and other new grant schemes which can help landowners and managers maximise their businesses as well as enhancing the environments they operate in.

These events are funded by the Farming in Protected Landscapes programme.

**Sewage discharges in January/February**

Access to live data means that the River Lim Action group is able to reveal that there were over 297 hours (equivalent to 12 days) of sewage spills into the River Lim during January and February.

Previously data has only been available after the end of the year – coming out around March for the previous year – with no analysis possible of what happens at any particular time.

Now the discharges from the six Combined Sewer Overflows (CSOs) into the river can be monitored in real time giving a more accurate record of what is happening in relation to rainfall. CSOs should only discharge during exceptional rainfall but on several occasions sewage discharged intermittently, after the rain stopped, for up to and over 24 hours. According to the Environment Agency, this seems to constitute a ‘dry spill’ which they define as ‘no rainfall above 0.25mm on that day and the preceding 24 hours’. (Environment Agency 28.08.24). The River Lim Action group has raised this apparent breach with the EA who say they will investigate if it continues to happen in the bathing season (mid May to end September).

River Lim Action has welcomed the commitment by the Environment Agency to carry on testing (including microbial source tracking which identifies the species source of bacteria) at the mouth of the river during the 2025 bathing season, as well as the statutory testing it must carry out on the two bathing beaches.

The EA has also published a draft action plan for Church Beach which was classified as Poor following tests in the 2024 bathing season. This is due to be discussed at the next Bathing Water Quality meeting in April.

Note: Data is publicly available and derived from the Safer Seas and Rivers app provided by Surfers Against Sewage, based on data originating from the National Storm Overflow Hub API, from South West Water’s own CSO monitors (published on Waterfit Live)

## **Monitoring**

At this time of year there is generally a reduced level of activity by the Group and its volunteers as Riverfly monitoring and Himalayan balsam removal aren't done in the Winter. But our citizen science monitoring of the river and sea continues all year round.

## **Funding**

Thank you to Lyme Regis Town Council for funding our work for the next five years. This will focus on water quality monitoring, tackling invasive species and improving biodiversity and the general ecological quality of the river catchment.

Vicki Elcoate, on behalf of the coordinators of the River Lim Action group

**Committee:** Environment Committee

**Date:** 12 March 2025

**Title:** Biodiversity Baseline Assessment Report

### **Purpose of Report**

To allow the committee to receive the biodiversity baseline assessment report from Abbas Ecology and instruct officers how to proceed with the recommendations within

### **Recommendation**

Members consider the biodiversity baseline assessment report from Abbas Ecology and instruct officers how to proceed with the recommendations within

### **Background**

1. On 22 November 2023, this committee considered whether to undertake a biodiversity baseline assessment in the council's public gardens and green spaces.
2. It was recommended, and subsequently resolved by Full Council on 13 December 2023, 'to undertake a biodiversity baseline assessment in the town council's public gardens and green spaces, to be paid for from the 2023-24 environment budget'.

### **Report**

3. Abbas Ecology carried out the assessment in May 2024 as part of this committee's objectives to further understand best ways to introduce wildlife into town council-owned land
4. Abbas Ecology has produced a report, which is at **appendix 13A**.
5. Abbas Ecology have suggested several opportunities for members to discuss.
6. The council has set a budget of £5,000 for biodiversity projects as part of the 2025-2026 budget-setting, which could be used for this project.
7. If ponds were to be introduced into Langmoor and Lister Gardens, it would be recommended to seek professional advice from a geotechnical engineer due to land stability.
8. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Pete Williams  
Acting operations manager  
March 2025

**Committee:** Environment Committee

**Date:** 12 March 2025

**Title:** Solar Roofs Project

**Purpose of the Report**

To update members on the progress of the Solar Roofs project

**Recommendation**

Members note the report

**Background**

1. At the previous meeting of this committee on 22 January 2025, members considered a report about solar communities and how the council can assist in the start-up of a scheme.
2. It was recommended, and subsequently resolved by the Full Council on 12 February 2025, 'to set up a meeting with Dorset Climate Action Network to progress the idea of a scheme to install solar panels on residential properties, to include Cllr M. Denney and V. Elcoate'.

**Report**

3. Cllr M. Denney and V. Elcoate met to discuss the project and Cllrs S. Cockerell and P. May also attended. They have provided an update, **appendix 14A**.
4. Any recommendations from this committee will be considered by the Full Council on 2 April 2025.

Pete Williams  
Acting operations manager  
March 2025

Solar Roofs update for LRTC Environment Committee, March 12<sup>th</sup> 2025

Stuart Cockerell, Matthew Denney, Vicki Elcoate, Philip May

At the last Environment Committee, a working group was set up to investigate setting up a solar roofs promotion scheme. This aims to cut carbon emissions, lower residents' energy bills and provide leadership on taking climate action.

The group met Sam Wilberforce, who has organised a project in Bridport which achieved 42 new solar installations on residential roofs, and who advises on energy matters for Dorset Climate Action Network. He advised on the method he had deployed in Bridport and plans another promotion starting in March as demand is high and the last scheme was only limited by the lack of installer time.

As a result, the group proposes:

- Contacting solar installers recommended by residents in West Dorset to find out which are willing to support the project in Lyme Regis and might offer competitive pricing
- Promoting interest in the scheme via a leaflet drop, online newsletters, posters, social media
- Organise a public meeting for interested residents to introduce the project and the installers (aiming for three). Installers to be asked to cover hall hire and cost of leaflets
- Issues covered in the meeting to include timescales for installation, costs, benefits, options (from basic solar to battery options), planning permission, funding sources (more information is available here <https://energy-efficient-home.campaign.gov.uk/solar/>)
- Encourage residents to contact their preferred installer directly; follow up in six months to monitor take up (aiming for 40)

Proposed partners: Turn Lyme Green, Dorset CAN, LRTC

The LRTC Environment Committee is requested to support the scheme, help with promotion and publicity. Timing for the meeting would be May to avoid overlap with the Bridport scheme putting pressure on local installers.

Funding: this is needed for hall hire and publicity for the public meeting (ie cost of leaflet design, printing, social media boosts); in Bridport the participating companies met these costs. Different options could be discussed in Lyme Regis.