



John Wright  
Town Clerk

## Lyme Regis Town Council

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### Town Management and Highways Committee

**Core Membership:** Cllr J. Broom (chairman), Cllr J. Scowen (vice-chairman), Cllr R. Doney, Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr B. Larcombe, Cllr S. Miller, Cllr Mrs C. Reynolds, Cllr G. Turner, Cllr S. Williams

Notice is hereby given of a meeting of the Town Management and Highways Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on Wednesday 4 October 2017 commencing at 7pm when the following business is proposed to be transacted:



John Wright  
Town Clerk  
29.09.17

### AGENDA

#### 1. Public Forum

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

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

#### 2. Apologies

To receive and record any apologies and reasons for absence

#### 3. Minutes

To confirm the accuracy of the minutes of the Town Management and Highways Committee meeting held on 26 July 2017 (attached)

#### 4. Disclosable Pecuniary Interests

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

#### 5. Dispensations

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

**6. Matters arising from the minutes of the Town Management and Highways Committee meeting held on 26 July 2017**

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

**7. Update Report**

To inform members about progress on significant works and issues

**8. Replacement of Section of Seafront Railings at Marine Parade**

To update members on the latest position with the planning application to replace a section of seafront railings at Marine Parade and to agree the next steps

**9. Proposals for a Café and Toilets in the Lister Gardens**

To allow members to consider further proposals submitted by John Stark and Crickmay Partnership for a café and toilets in Lister Gardens

**10. Pound Street/Pound Road/Silver Street Gyratory Scheme**

To set out a proposal for the design of a Pound Street/Pound Road/Silver Street gyratory scheme which minimises the impact on residents and businesses

**11. Puffin Crossing, Broad Street**

To allow members to consider a scheme plan for a proposed puffin crossing on Broad Street

**12. Request for Additional Alfresco Seating Outside The Bay Restaurant, Marine Parade**

To inform members of a further meeting which has taken place at the request of the owners of The Bay, Marine Parade with the chairman of this committee and the operations manager to discuss the request for additional alfresco seating outside the restaurant

**13. Cover Charges**

To inform members of a letter received from The Old Boathouse, The Alcove, Largigi Thai Restaurant and Ocean View Restaurant refusing 'to pay further invoices for outside seating until satisfactory legal evidence is produced and agreed' and 'claiming for all monies to be returned together with interest cost and compensation if a satisfactory judgement for the above named businesses is awarded'

**14. Parking and Land Ownership at the Gully**

To inform members about ownership of the cadet hut/gully area and current parking arrangements

**15. Request for Use of Strawberry Field**

To allow members to consider a request from a member of the public to use the former pitch and putt area of Strawberry Field for the exercise and training of a 'difficult' rescue dog

**16. Pop-Up Car Park**

To allow members to consider a request from a member of the public to install signage and a bin at a pop-up car park in St Andrew's Field

**17. Cracks in Paths in Langmoor and Lister Gardens**

To allow members to consider a report from the council's geotechnical engineer regarding cracks in the surface of paths in Langmoor and Lister Gardens

**18. Steps at the Gully**

To allow members to consider costings for re-instating steps or a path at the gully

**19. Park and Ride Facilities at Sidmouth Road and Charmouth Road**

To allow members to consider the submission of planning applications for the ongoing use of park and ride sites at Sidmouth Road and Charmouth Road, Lyme Regis, together with other management arrangements

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960*

**20. Re-letting of Guildhall Shop**

To allow members to consider a request from a two local businesses to jointly rent the Guildhall shop on the terms set out in this report

*That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960*

**21. Complaints and Incidents**

**22. Exempt Business**

*To move that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business in view of the likely disclosure of confidential matters about information relating to an individual, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.*

a) **Agenda item 19 – Park and Ride Facilities at Sidmouth Road and Charmouth Road**

b) **Agenda item 20 – Re-letting of Guildhall Shop**

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Matters arising from the minutes of the Town Management and Highways Committee meeting held on 26 July 2017

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

### **Recommendation**

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

### **Report**

#### **17/22/TMH – Matters arising from the minutes of the Town Management and Highways Committee meeting held on 14 June 2017**

##### **Marine Parade toilets**

Raymond Martin of the British Toilets Association visited Lyme Regis on 22 September 2017 and met with the operations manager to complete a full survey of all the public toilets in Lyme Regis, including Marine Parade.

Following receipt of the survey report, the matter will be referred to the Strategy and Finance Committee for unbudgeted funding in order to progress the matter. It will then be referred back to this committee to manage the project.

#### **17/23/TMH – Update Report**

##### **Woodmead Halls toilets**

The town clerk met with the chairman of the Woodmead Halls Management Committee on 22 September 2017 to agree the main terms of the agreement. The town clerk will draft a new service level agreement.

#### **17/25/TMH – Winter Boat Storage, Monmouth Beach Car Park**

Officers have written to West Dorset District Council's senior estates surveyor to inform him of the council's decision and an invoice has been issued.

#### **17/30/TMH – Request for Use of Candles on the Cobb Pavilion**

Officers have met with both Shelley Larcombe and with representatives of the youth football club. It has been agreed the facility will be available from Easter 2018 onwards for Mrs Larcombe to operate her charitable venture. The operations manager has scheduled some works for the pavilion to take this into account.

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Update Report

**Purpose of the Report**

To inform members about progress on significant works and issues

**Report**

**Public Space Protection Orders (PSPO)**

The PSPO related to dogs was approved by the Full Council of West Dorset District Council (WDDC) on 1 August 2017, resulting in the new West Dorset Dog Related Public Spaces Protection Order 2017, which will replace six existing orders. The order can be viewed at [dorsetforyou.gov.uk/dog-warden/west-dorset](http://dorsetforyou.gov.uk/dog-warden/west-dorset).

The new rules will come into effect on 16 October 2017. There is no requirement for the town council's enforcement officers to undertake any further training in relation to the new dog orders.

All the dog-related signs in Lyme Regis are being replaced by WDDC, although if further signs are required, the town council can choose to do this at its own expense.

The PSPO related to anti-social behaviour, which includes seagulls, is currently on hold. This is due to the begging element of the PSPO being deferred back to the Overview and Scrutiny Committee, which met on 26 September 2017.

**Vehicle speed on Charmouth Road**

The speed indicator device has been deployed at Timber Hill, displaying the speed of vehicles travelling down the hill. However, there is a request from a Timber Hill resident for the device to be turned around to display the speed of vehicles travelling up the hill.

Officers have written to Dorset County Council's (DCC) community highways officer to ask if a second pole could be installed on the highway verge to allow the device to be sited on the opposite side of the road. A response is awaited.

**Replacement chalets at Ware Cliff**

Work by the new owners on 'fitting out' is now nearly complete in most instances. The electric supply has been installed and connected and the final outside works are in the process of being finalised.

**Jubilee Pavilion glass eye**

The cost of its replacement with polycarbonate can be afforded within the available insurance budget and a contractor will commence work shortly.

### **Millennium Clock**

The new clock head should be installed shortly; a final date is awaited.

### **Land to the rear of Largigi and Ocean View**

The redrafting of leases in favour of Ocean View and Largigi, to replace that previously granted to the Bay Hotel, has been put on hold to better understand the possible implications of trying to create a new ramped access through the gardens. It is possible that any access may require part of the currently leased land.

A land survey will commence very shortly, which will also better inform this issue. The work will be undertaken by West Country Land Surveys, Ltd.

### **Seafront barriers**

Sufficient locks have been ordered for all the barriers, along with a supply of individual keys and master keys. All commercial keyholders will be asked to sign an agreement agreeing to abide by the council's rules regarding vehicle access and the need to ensure the barriers are kept locked at all times. They are also being made aware that repeated transgressions will mean the potential loss of access through the barriers.

### **Re-location of churchyard memorial**

Mr Jefferd has now agreed a date in early November to meet with the operations manager to discuss the relocation of his family memorial from the churchyard to the cemetery.

### **Chalet 18 Monmouth Beach**

The owner of the chalet is now understood to have instructed a local contractor to demolish the existing chalet prior to it being replaced with a new chalet.

From speaking to the local contractor concerned, the precise timescale for the demolition is currently unknown because of the need for Western Power to first isolate and disconnect the electricity supply.

This is complicated by the fact that the supply comes via chalet 17 adjoining. The indication is that it may take Western Power four to six weeks to separate and disconnect the supply.

In the meantime and until there is tangible evidence of substantive progress, the council will maintain its current stance of having served notice on the owner.

### **Marine Parade Shelters' ramp**

The town clerk and operations manager met with the geotechnical engineer, Peter Chapman, on site on 22 August 2017, to assess the viability of installing a ramp on the eastern end of the shelters. A report is awaited from Peter Chapman, and this will be brought to the next meeting on 15 November 2017.

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Replacement of Section of Seafront Railings at Marine Parade

**Purpose of Report**

To update members on the latest position with the planning application to replace a section of seafront railings at Marine Parade and to agree the next steps

**Recommendation**

- a) Members note the refusal by West Dorset District Council (WDDC) of the original planning application to replace a section of old seafront railings at Marine Parade
- b) Members agree the application should be resubmitted, retaining the same design of railings as in the previous application but with additional supporting information and following pre-application discussions with the relevant planning and conservation officers
- c) Members agree to continue to retain Boon Brown Architects of Yeovil to undertake all work connected with re-submission of the application subject to receiving a satisfactory fee quote

**Background**

- 1. On 25 November 2015, this committee considered a report about the condition of old and damaged railings along the seafront on the eastern section of Marine Parade and at Bell Cliff.
- 2. It was noted that two local engineering companies had inspected the railings concerned and had recommended their full replacement; concluding that further ad-hoc repairs were simply not practicable.
- 3. At that meeting, members considered four different styles of replacement railings. Having noted that all were likely to involve similar cost, the committee favoured the design which had already been installed along the rest of the seafront by WDDC in 2006. This view was supported by Full Council on 16 December 2015.
- 4. Boon Brown Architects of Yeovil were subsequently appointed to deal with the required planning application on this council's behalf. The application was submitted on 5 May 2017 after delays caused by the need to carry out a full survey and provide a detailed heritage statement.

**Report**

- 5. The application was considered by WDDC's planning committee on 14 September 2017 and was refused on the casting vote of the chairman.

6. The meeting was attended by Cllr B. Larcombe and Shaun Travers of Boon Brown, both of whom spoke in support of the application on this council's behalf.
7. The decision notice, including the reasons for the application being refused, is attached, **appendix 8A**.
8. This council now needs to decide how to respond to WDDC's decision to refuse the application as submitted.
9. Potential options include:
  - Appeal the refusal notice
  - Make a new application straight away, either with or without modification
  - Appeal the refusal notice AND put in new application at the same time
  - Carry out pre-application discussions and make a new application accordingly
  - Claim permitted development rights; a possible argument, but tenuous
  - Do nothing and leave the existing railings in-situ for the time being
10. Any appeal is likely to take not less than five months from submission to determination and involve additional cost in its preparation and undertaking. There is also no certainty about the outcome of the appeal process. Pursuing that process without also simultaneously submitting a further planning application probably makes little sense.
11. The council is already in receipt of specialist advice that leaving the existing railings in place and continuing to attempt ad-hoc repairs is not feasible or cost-effective.
12. The best way forward has been discussed informally with the chairman of this committee, the chairman of the Planning Committee and Shaun Travers.
13. Their collective view is that we should hold initial pre-application discussions with the planning officer concerned as soon as possible with a view to resubmitting an application for the same design of railings as in the refused application, but with further supporting information, including additional photographic evidence.
14. This information could better explain the design rationale, further demonstrate the shortcomings of the existing railings and emphasise the desire to achieve a uniformly high-quality and long-lasting treatment to the railings along the whole of the seafront in Lyme.
15. During the discussions, it was particularly noted that none of the original horizontal rails now remain in situ and that many of the original posts have been replaced with more modern galvanised steel replacements of no design or heritage merit.
16. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

Mark Green  
Deputy town clerk  
September 2017



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South Walks Road  
Dorchester  
DT1 1UZ

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Website: [www.dorsetforyou.com](http://www.dorsetforyou.com)



Head of Planning (Development Management and Building Control)  
Jean Marshall

Mr S Travers  
Boon Brown Architects Ltd  
Boon Brown Architects  
Motivo  
Alvington  
Yeovil  
BA20 2FG

LYME REGIS

## REFUSAL OF PLANNING PERMISSION

Town and Country Planning (Development Management Procedure) (England) Order 2015  
(DMPO)

Town and Country Planning Act 1990

**Application No: WD/D/17/001178**

**Location of Development:**  
MARINE PARADE, LYME REGIS

**Description of Development:**  
Replacement of railings along Marine Parade

In pursuance of powers under the above mentioned Act(s), West Dorset District Council **HEREBY REFUSE PLANNING PERMISSION** for the development described in the application above and the plans listed below.

Location Plan - Drawing Number 3726/PL/01 received on 04/05/2017  
Topographical Survey - Drawing Number 2052PRS-01 received on 04/05/2017  
Proposed Site Plan - Drawing Number 3726/PL/02 received on 04/05/2017  
Elevation and Section of Railing - Drawing Number 3726/PL/03 received on 04/05/2017  
Existing Photos and Photomontages received on 04/05/2017

**SEE ATTACHED  
REASON(S) FOR REFUSAL**

Signed: *Jean Marshall*

Chief Executive: M Prosser

**APPLICATION NO: WD/D/17/001178**  
**MARINE PARADE, LYME REGIS**  
**REASON(S) FOR REFUSAL**

1. The proposed development would result in the loss of an important and historic feature in the conservation area and the proposed design of the replacement railings fails to preserve or enhance the character of the conservation area and would be detrimental to the setting of the adjacent listed buildings and buildings identified as being of local importance as set out in the Conservation Area Appraisal. Therefore, the proposal is contrary to Policy ENV4 of the West Dorset, Weymouth and Portland Local Plan (adopted 2015); Section 12 of the National Planning Policy Framework; and Sections 66 (setting impact) and 72 (preserve/enhance test) of the Planning (Listed Buildings and Conservation Areas )Act 1990.

## **NOTES TO APPLICANT**

1. **National Planning Policy Framework paragraphs 186 &187 Statement**

In accordance with paragraphs 186 and 187 of the NPPF the council, as local planning authority, takes a positive and proactive approach to development proposals focused on solutions. The council works with applicants/agents in a positive and proactive manner by;

- offering a pre-application advice service, and
- as appropriate updating applications/agents of any issues that may arise in the processing of their application and where possible suggesting solutions.
  
- The applicant/ agent did not take the opportunity to enter into pre-application discussions.
- The applicant was advised that the proposal did not accord with the development plan and that there were no material planning considerations to outweigh these problems.

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Proposals for a Café and Toilets in the Lister Gardens

**Purpose of Report**

To allow members to consider further proposals submitted by John Stark and Crickmay Partnership for a café and toilets in Lister Gardens

**Recommendation**

Members consider further proposals from John Stark and Crickmay Partnership for a café and toilets in the Lister Gardens

**Background**

1. On 2 November 2016, it was resolved by Full Council 'to instruct officers to develop proposals for a café and toilets in the Langmoor and Lister Gardens, to be taken back to the Town Management and Highways Committee in three months' time'.
2. On 14 December 2016, Full Council approved the medium-term financial plan for 2017-21, which included draft objectives identified up until 2018/19. The objectives included a budget of £60,000 in 2018/19 for the provision of a café and toilets in the gardens.
3. In 2009, the council ran a competition to design public conveniences for the Lister Gardens. The competition was won by John Stark and Crickmay Partnership (JSCP), however, the project wasn't pursued.
4. On 12 April 2017, this committee considered proposals for a café and toilets in Lister Gardens and JSCP's scheme was provided to the committee as a good starting point for the project.
5. At that meeting, members agreed the scheme needed to be more modest, with a snack bar rather than a café, and perhaps two disabled toilets.
6. It was therefore recommended to Full Council 'to pursue more modest designs for a café and toilets in the Lister Gardens, with a view to reducing the cost'.
7. Following press reports of the committee meeting, JSCP wrote to the town council on 21 April 2017 with concerns that members had not been fully briefed on the background to the project, and offered to attend a meeting to discuss the project with members.
8. At the subsequent Full Council meeting on 3 May 2017, Cllr O. Lovell asked for this matter to be referred back to the Town Management and Highways

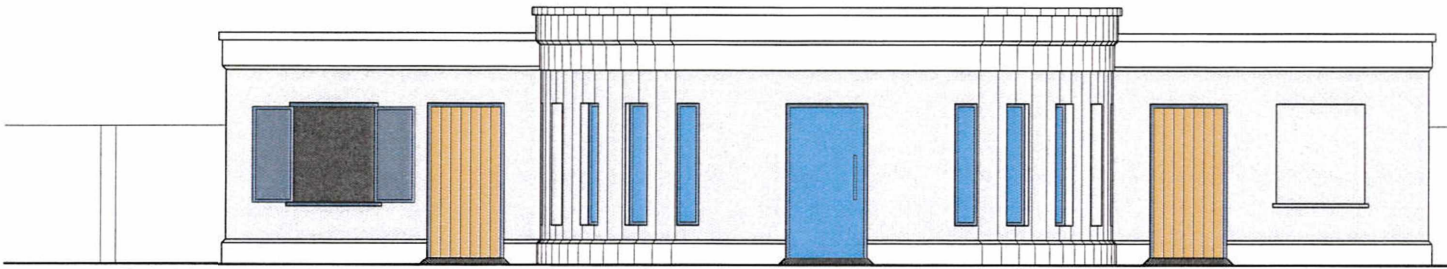
Committee for further consideration; Cllr Lovell felt the committee needed to firm up exactly what it wanted from the scheme.

9. At the previous meeting of this committee on 14 June 2017, it was recommended and subsequently resolved by Full Council on 12 July 2017 'to invite architects from John Stark and Crickmay Partnership to the next meeting of the Town Management and Highways Committee to discuss the proposals for a café and toilets in the Lister Gardens'.
10. JSCP attended a meeting of this committee on 26 July 2017 to discuss the project.
11. After considering JSCP's proposal, this committee made the following recommendation, which was resolved by the Full Council on 20 September 2017: 'that John Stark and Crickmay Partnership's scheme is properly costed at today's rates, and for a costed scheme to be taken to the Strategy and Finance Committee for review and to consider a way forward'.
12. Between council meetings, further discussions have taken place with JSCP to refine the design of the café and toilets and to consider their use. These meetings have included the mayor, deputy mayor, the chairman of the Town Management and Highways Committee, the chairman of the Planning Committee, the town clerk, and deputy town clerk.
13. The product of these meetings is two revised design options produced by JSCP, **appendices 9A and 9B**. The features of each design option are detailed in the covering letter from JSCP, **appendix 9C**.
14. Before costed options are considered by the Strategy and Finance Committee on 18 October 2017, it is appropriate this committee has the option to comment on the revised design options.
15. In the intervening period, the town clerk has also met with Martin Diplock, from Martin Diplock Chartered Surveyors, Estate Agents and Valuers, to assess the market for this venture and the lease income that could be derived from a concession. A further meeting will take place with Martin Diplock in the next two weeks.
16. The funding of this project needs to be reviewed and agreed; the cost of this project will be significantly in excess of the £60,000 budgeted for in the medium-term financial plan for 2018/19. Members will have a clearer view of how much this will be when the quantity surveyors' costings are considered by the Strategy and Finance Committee on 18 October 2017. The Strategy and Finance Committee also needs to form a view on the management of this project.
17. Because of the cost involved, this project should be considered as part of the budget-setting process for 2018/19. The final decision on the 2018/19 budget will not be made until the Full Council meeting on 13 December 2017. This will allow members further time to reflect on the design proposals and project costs.

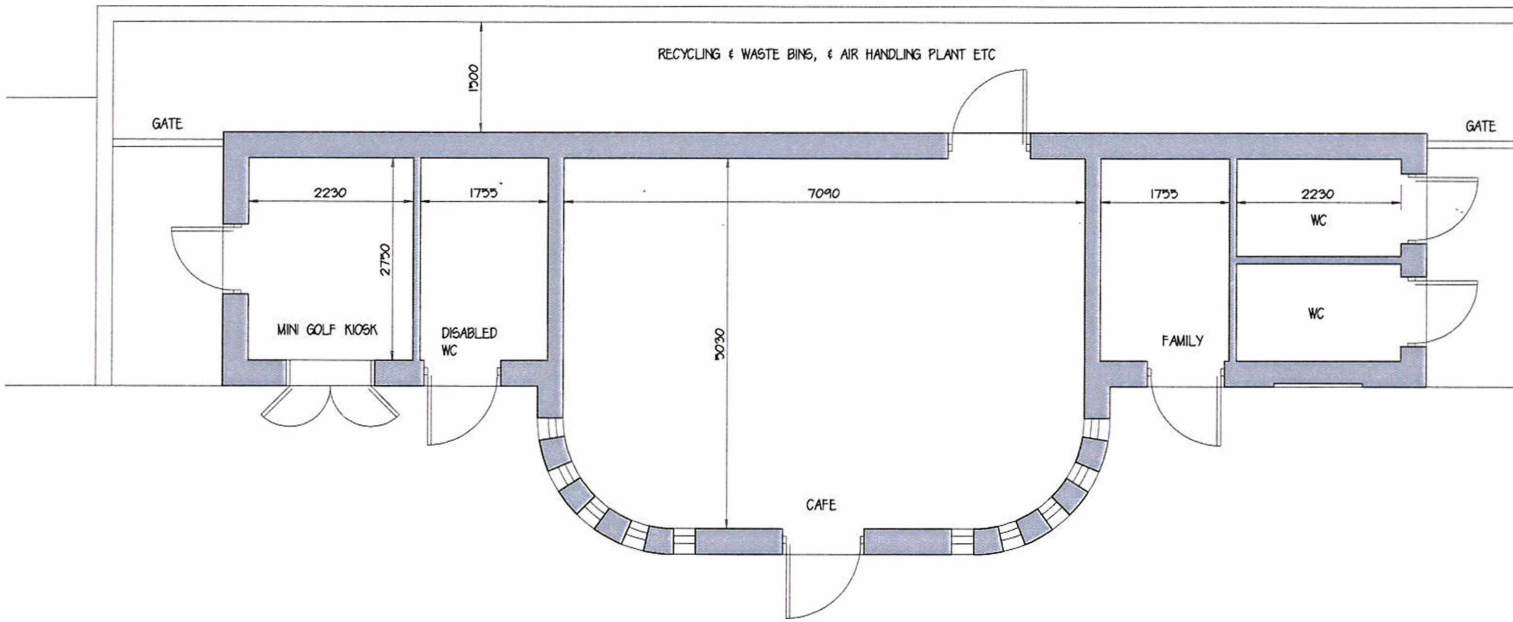
## AGENDA ITEM 9

18. Finally, members' attention is drawn to the general comments on page three of JSCP's letter.
19. Any recommendations from this committee will be considered by the Strategy and Finance Committee on 18 October 2017 and the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017

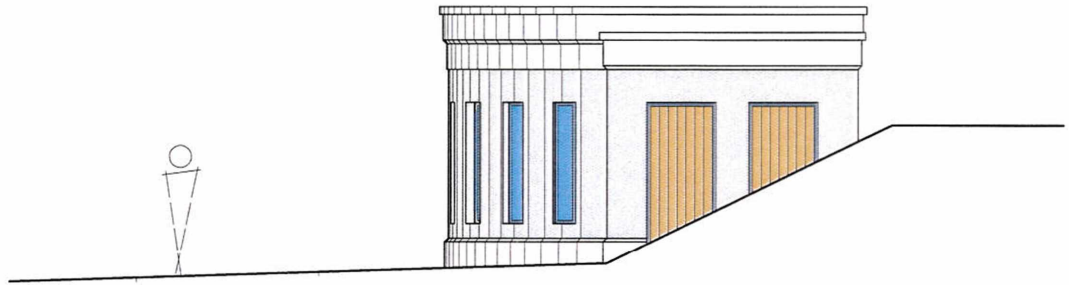


SOUTH ELEVATION



PLAN

# APPENDIX 9A



EAST ELEVATION

## Amendments

CAFE & PUBLIC CONVENIENCES  
LISTER GARDENS  
LYME REGIS  
for LYME REGIS TOWN COUNCIL



**JOHN STARK & CRICKMAY  
PARTNERSHIP ARCHITECTS**

13 & 14 Princes Street Dorchester  
Dorset DT1 1TW Tel 01305 262636  
Email jsep@johnstark.co.uk Fax 01305 260960

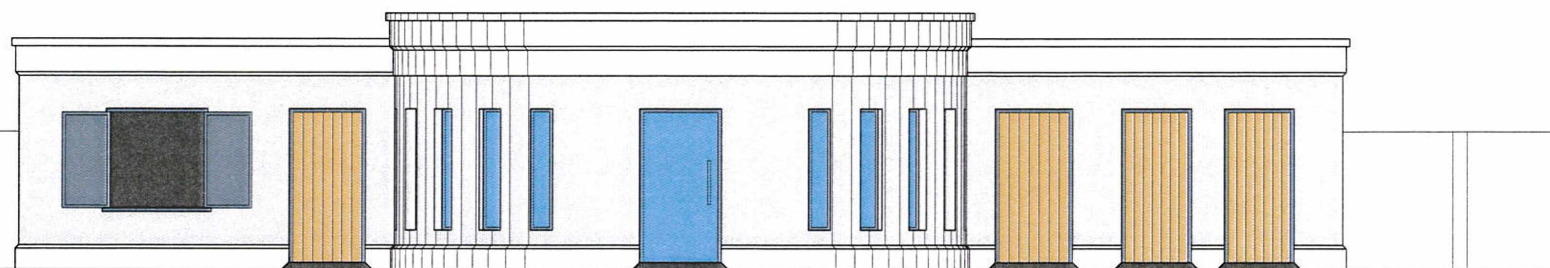
SCHEME DESIGN  
OPTION ONE

Scale 1:50

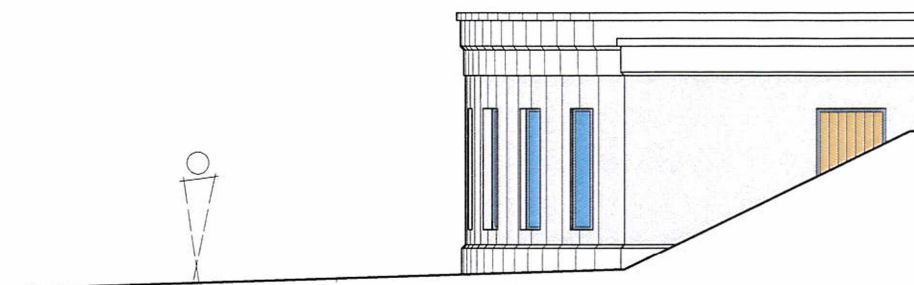
Drawn RH

Date SEP 2017

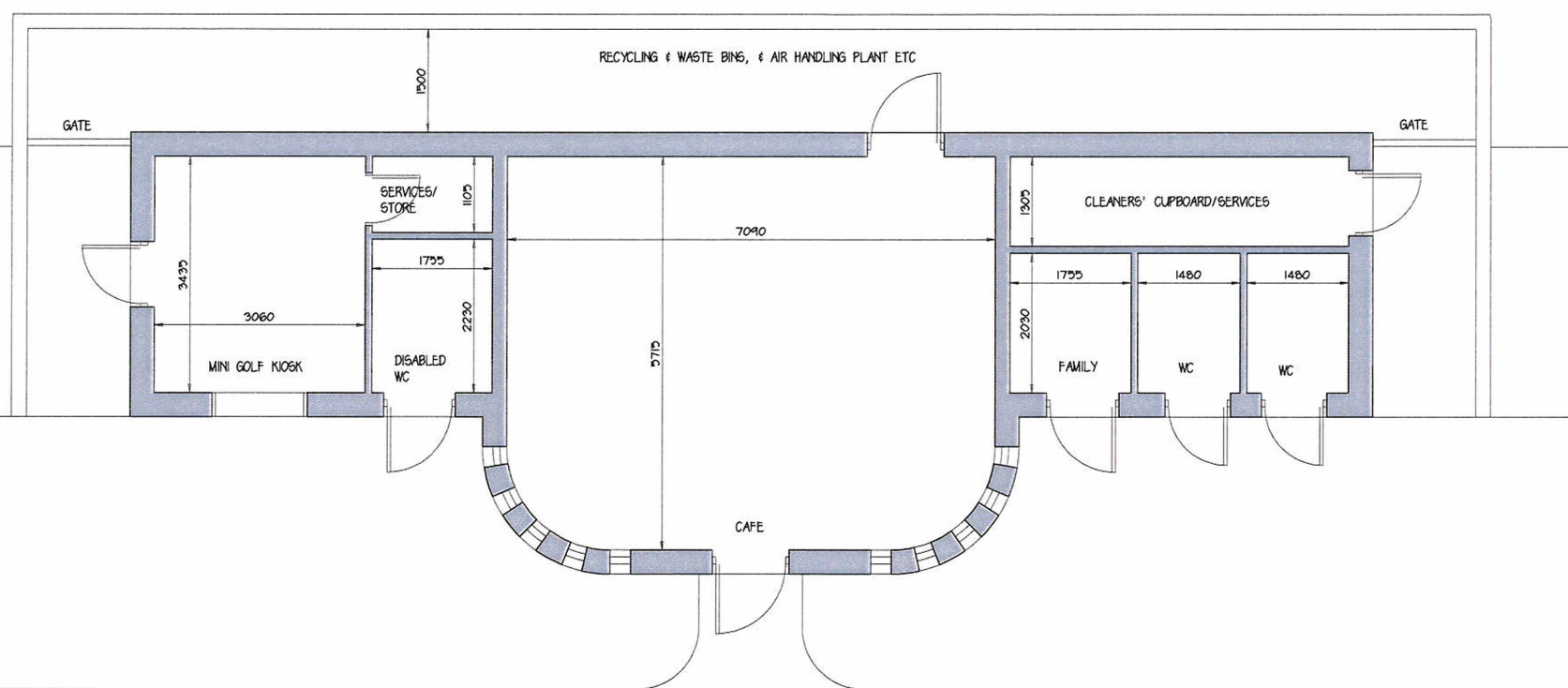
09/31/5K10



SOUTH ELEVATION



EAST ELEVATION



PLAN

Amendments

CAFE & PUBLIC CONVENIENCES  
 LISTER GARDENS  
 LYME REGIS  
 for LYME REGIS TOWN COUNCIL

**JS** JOHN STARK & CRICKMAY  
**CP** PARTNERSHIP ARCHITECTS

13 & 14 Princes Street Dorchester  
 Dorset DT1 1TW Tel 01305 262636  
 Email js@johnstark.co.uk Fax 01305 260960

SCHEME DESIGN  
 OPTION TWO

Scale 1:50

Drawn RH

Date SEP 2017

09/31/5K11





**JOHN STARK & CRICKMAY PARTNERSHIP**  
Chartered Architects & Architectural Technologists  
13 & 14 Princes Street Dorchester Dorset DT1 1TW  
Tel 01305 262636 Fax 01305 260960 Email jsep@johnstark.co.uk

RH/SV/09/31  
25<sup>th</sup> September 2017

John Wright, Esq.,  
Town Clerk,  
Lyme Regis Town Council,  
Guildhall Cottage,  
Church Street,  
Lyme Regis,  
Dorset,  
DT7 3BS.

Dear John,

### **Café and Public Conveniences, Lister Gardens**

Following our meeting on 13<sup>th</sup> September I am pleased to enclose one copy of each of my drawings nos. 09/31/SK10 and SK11 illustrating the further development of this project.

The drawings are, hopefully, self-explanatory but the following comments may be helpful to your understanding of the schemes.

#### **A. Option One – Drawing SK10**

1. The internal plan size of the building is exactly as the 'two kiosk' and conveniences scheme tentatively approved in 2009.
2. The central block becomes the café with internal dimensions of 7090 mm x 5030 mm.
3. West Dorset Environmental Health have confirmed that they will not require any sanitary accommodation inside the café for staff or customers – we raised this with them at this time because they are entitled to seek staff facilities and customer facilities once food/drink can be consumed on the premises.

In this particular circumstance they have agreed that there will be sufficient facilities immediately adjacent.

They have suggested that the public disabled toilet becomes the dedicated staff toilet, and that the café tenant be given a key to this facility as part of their lease.

4. We have created a walkway behind the building as the café will require space for waste and recycling bins, and very likely the external units of some air handling or ventilation equipment.

In creating an open well behind it the building will no longer need to be fully tanked to prevent ground water ingress.

Cont/.....

**Directors** Daniel Cantrell Dip Arch RIBA Roger Hussey MCIAT  
**Technical Director** Anthony Williams MCIAT **CDM Director** Peter James MCIAT  
**Architectural Consultants** Michael Howarth Dip Arch RIBA  
Anthony Jaggard FSA FRSA Christopher Read MCIAT



RIBA Chartered Practice No. 109416 VAT Registration No. 186234158 Established 1850  
John Stark & Crickmay Partnership Ltd. Registered in England & Wales No. 4823865



**JOHN STARK & CRICKMAY PARTNERSHIP**  
13 & 14 Princes Street Dorchester Dorset DT1 1TW

Access to the flat roof is less easy and this can become a more cost effective timber construction without paving, tanking and railings – more about this later.

The walkway will of course need to be robustly gated at each end as part of the design.

5. The western range has been adapted to provide the disabled toilet and the mini-golf kiosk.
6. The eastern range becomes two unisex toilets together with a family toilet with fixed baby change (as opposed to the folding variety).
7. The widths of the various toilets are based on those we found to work well in the Bridport South Street car park.

The lengths are more generous but not to the extent that there becomes an obvious space for a cleaners facility (walk-in cupboard with a Belfast sink for buckets).

8. In plan form this scheme demonstrates that the basic components fit within the 'existing' footprint but in my view not particularly well. The lack of a cleaners' cupboard concerns me, and the mini-golf kiosk has become quite squashed.
9. Elevationally I would offer the following comments.
  - a. The café ceiling height has been increased to 2750 (9') in respect of its plan size and to give some flexibility in lighting and high level ventilation ductwork.
  - b. The kiosk/toilet ceiling heights have been left at 2450 (8') and this, in my view, makes an improvement to the elevation.
  - c. I continue to suggest the walls are a combination of materials – perhaps the cropped grey limestone between Portland stone plinth and coping as previously suggested.
  - d. The separation of the building from the bank facilities the abandonment of the roof terrace and railings.

This can become a well insulated timber roof finished in a Sarnafil type covering, though consideration might be given to a green roof to help break up the mass when viewed from the higher ground to the north.

**B. Option Two – Drawing SK11**

1. If the east and west ranges are increased in length by 830 mm each, and the building depth increased by 685 mm the plan form and the use of space inside becomes hugely improved.
2. The toilets, like Bridport, can all have cisterns and handwash units that are accessible from the rear, from a space that doubles as a cleaners store.
3. The width of the mini-golf kiosk also reverts to that on the previous scheme.

Cont/.....

JOHN STARK & CRICKMAY PARTNERSHIP  
13 & 14 Princes Street Dorchester Dorset DT1 1TW

C. General

1. In trying to remain true to the original design concept I have left the café frontage comprising a number of vertical slit windows.
2. Councillors may wish to consider an alternative approach?  
  
For example should the café be largely glazed?  
  
Additional light could be provided through the roof if slit windows are still considered most appropriate?
3. The change in use of the central block could give scope to a more contemporary approach to the building if Councillors so wished – though we would suggest full consideration be given to robustness, longevity and the extreme exposure.

If Councillors preferred option can be passed to the Quantity Surveyor by the end of September he will get costings together for 9<sup>th</sup> October.

That said I am a little concerned that the project should not rush ahead when this 'simple rejig' of the plan has highlighted a number of items that are probably worthy of further discussion.

I would be very pleased to meet you and the Councillors again to discuss matters.

Yours sincerely,



Roger Hussey  
John Stark & Crickmay Partnership

Copy to: Cllr Michaela Ellis. )  
Cllr Steve Miller. ) email only  
Cllr John Broom. )  
Cllr Brian Larcombe. )



**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Pound Street/Pound Road/Silver Street Gyratory Scheme

**Purpose of Report**

To set out a proposal for the design of a Pound Street/Pound Road/Silver Street gyratory scheme which minimises the impact on residents and businesses

**Recommendation**

Members agree that the proposed scheme is used as a basis for an approach to Dorset Highways for the implementation of a gyratory scheme

**Report**

1. A one-way system in the town centre has been discussed many times by this council, most recently at the Full Council meeting on 29 March 2017 when it was resolved: 'to endorse continued efforts to engage with Dorset County Council and Devon County Council and, if necessary, Highways England about a strategic one-way system for Lyme Regis as a measure to help alleviate traffic congestion on the main routes to and through the town, and to endorse a meeting between Cllr Ian Thomas, Cllr Daryl Turner, the chairmen of Lyme Regis and Uplyme councils and several members of each council to discuss this matter.'
2. The meeting was held on 22 May 2017 but there has been little progression since then.

**Minimalist approach**

3. Initial thoughts, as expressed by members, foresaw both Pound Road and Silver Street below the Mariners Hotel being one-way in their entirety. This scheme decreases the length of the one-way stretches in order to reduce the inconvenience to adjacent residents and businesses, while still achieving the over-arching objectives of the gyratory system. It also removes a potential problem for movements by emergency services.

**Scheme detail**

[these notes should be read in conjunction with figure 1]

4. Pound Street: no change
5. Pound Road
  - 5.1 (as presently) two-way from Pound Street to the northern end of Lyme Regis Nursing Home forecourt
  - 5.2 one-way toward the Mariners Hotel from the northern end of the Lyme Regis Nursing Home forecourt to the entrance of the Mariners Hotel car park

5.3 (as presently) two-way from the entrance the Mariners Hotel car park to Silver Street.

6. Silver Street

6.1 (as presently) two-way from the Mariners Hotel to Hill Road with 'No Entry (except emergency vehicles)' just above Hill Road preventing access uphill towards the Mariners Hotel

6.2 one-way downhill from Hill Road to Broad Street.

### **Beneficial consequences**

7. Retaining sections 5.1, 5.3 and 6.1 as two-way removes the restrictions on movements that would be faced by adjacent properties, were Pound Road and Silver Street one-way for their length.

8. The number of movements these properties generate is small and does not materially add to the total movements.

### **Mock-up images**

9. Figures 2 – 6 give an impression of how the scheme signage would look.

- Figure 2 - Silver Street – Hill Road junction facing north
- Figure 3 - Silver Street – Hill Road junction facing south
- Figure 4 - Silver Street – Broad Street junction
- Figure 5 - Pound Road south end
- Figure 6 - Pound Road north end

### **Secondary signage requirements**

10. I have not attempted in this report to identify the additional or changed secondary signs, e.g. way pointing, that would be required.

### **Further reading**

11. Further information about regulatory road signs can be found in the Traffic Signs Manual chapter 3<sup>1</sup>.

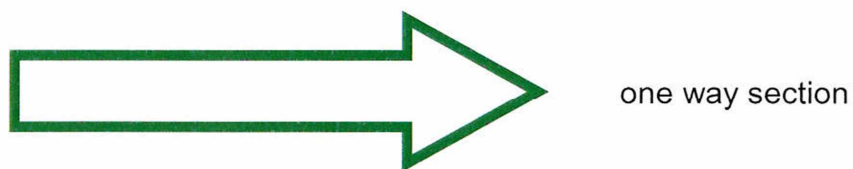
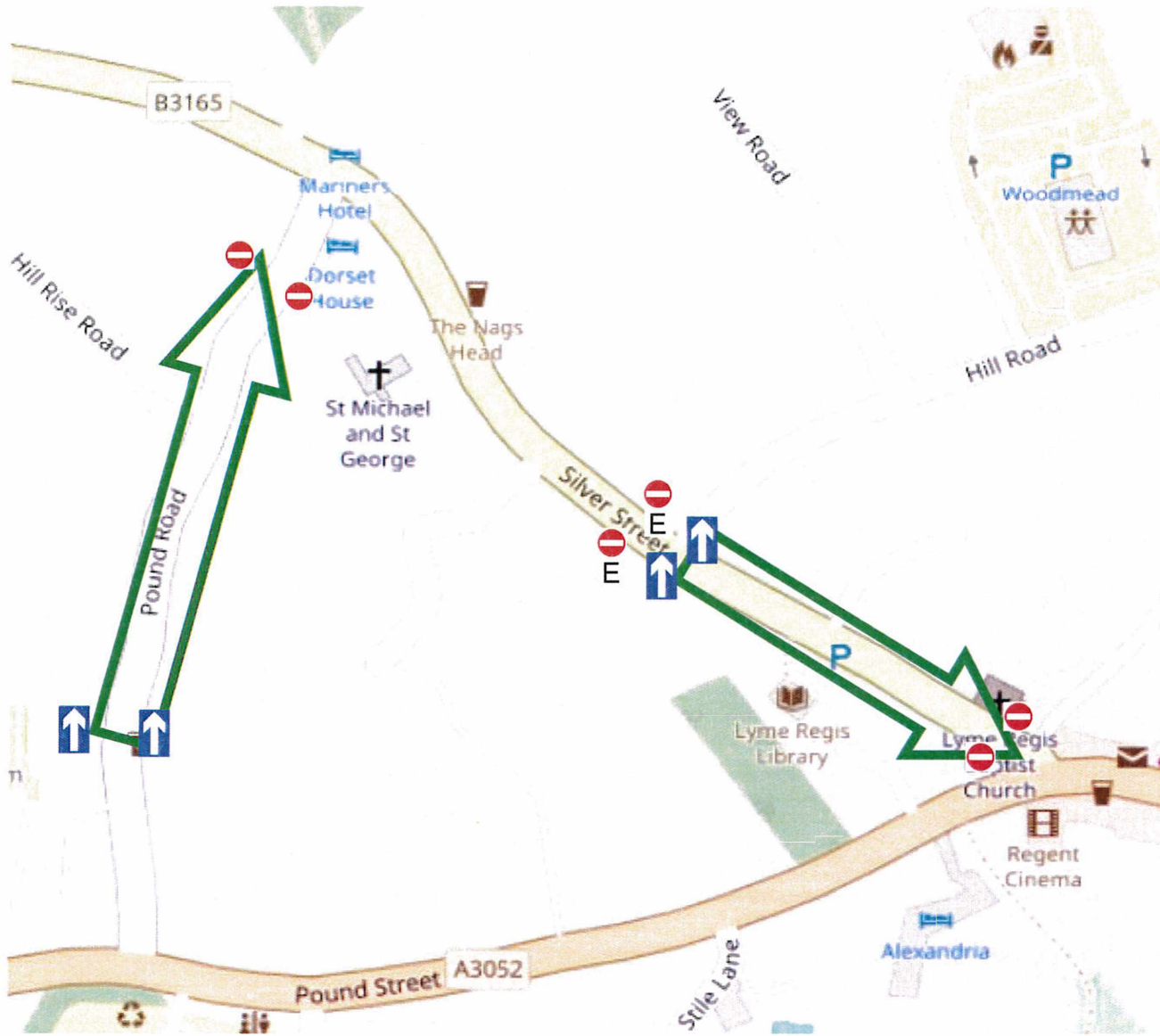
12. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

Richard Doney  
Councillor  
September 2017

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<sup>1</sup> <http://tsrgd.co.uk/pdf/tsm/tsm-chapter-03.pdf>

FIGURE 1 – OVERALL SCHEME LAYOUT




 No Entry except emergency vehicles

FIGURE 2 - SILVER STREET – HILL ROAD JUNCTION FACING NORTH



FIGURE 3 - SILVER STREET – HILL ROAD JUNCTION FACING SOUTH





FIGURE 4 - SILVER STREET – BROAD STREET JUNCTION



FIGURE 5 - POUND ROAD SOUTH END



FIGURE 6 - POUND ROAD NORTH END



**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Puffin Crossing, Broad Street

**Purpose of Report**

To allow members to consider a scheme plan for a proposed puffin crossing on Broad Street

**Recommendation**

Members consider the scheme plan for the puffin crossing proposal in Broad Street and provide an initial view to Dorset County Council's highways' department

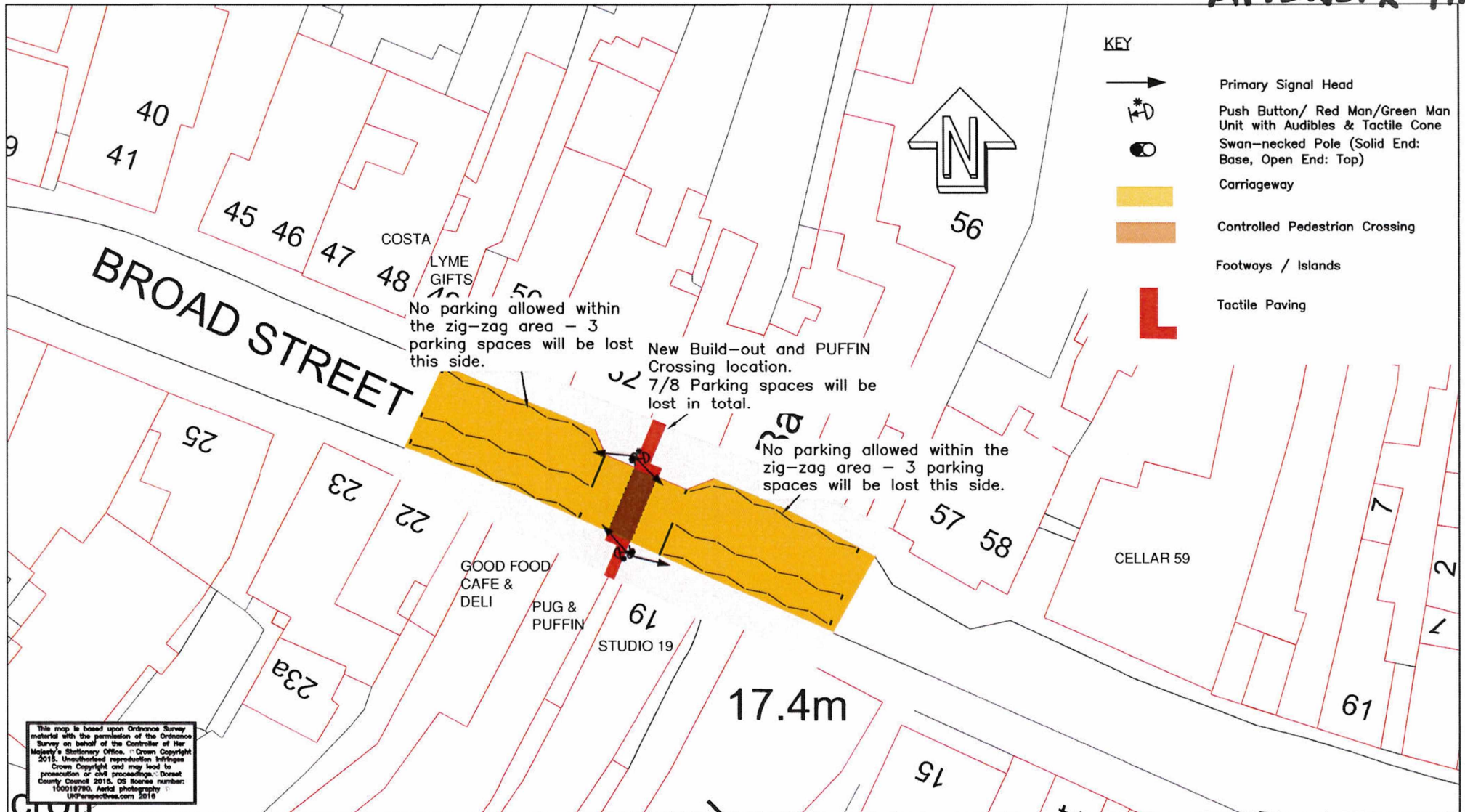
**Background**

1. On 9 March 2016, a meeting took place with representatives from Dorset County Council's (DCC) highways' department to consider the most suitable location for a pedestrian light-controlled crossing in Broad Street.
2. The meeting discussed the arrangements required to develop the proposal: a site survey, a pedestrian count and funding.
3. On 16 March 2016, the town council was informed a petition with over 100 signatories would be sent to DCC.
4. The survey was undertaken in July 2016.
5. On 28 September 2016, the deputy town clerk advised this committee the survey results had gone through initial analysis and had shown a high number of pedestrian movements. The deputy town clerk said DCC would look at all survey results undertaken in the county during the year and prioritise the top five or six schemes at a meeting in December 2016. The deputy town clerk suggested implementation could be in 2017.
6. On 18 November 2016, the deputy town clerk was copied in to an email from a DCC highways' department manager which said: 'This request has now gone to the top of the list of crossing requests which has met our criteria and will be put forward for funding for build in the FY (financial year) 2017/18'.
7. On 12 April 2017, this committee was informed that the town council had been advised by DCC's traffic team manager that a project brief had been issued to DCC's design team for the design and the build of the crossing during the current financial year.


**Report**

8. On 12 September 2017, the town clerk received a scheme plan for the proposed puffin crossing on Broad Street, **appendix 11A**.
9. Before contacting the town council as part of the more formal consultation process necessary to install the crossing, DDC's highways' department is seeking initial comments from the town council about the proposed puffin crossing in Broad Street.
10. In particular, DCC's highways' department wants to bring to the town council's attention the loss of seven to eight on-street parking spaces.
11. If the town council is supportive of DCC's highways' department's proposal, DCC will formally consult with other key stakeholders, including ourselves, before going to wider consultation. Other key stakeholders include the police, West Dorset District Council and the county councillor.
12. The town clerk contacted DCC's highways' department's project engineer and suggested this committee is best placed to give an initial view on the proposed crossing.
13. If the proposed puffin crossing receives the broad approval of this committee and providing there are no objections to the proposal through the consultation process, DCC's highways' department's outline timetable for implementation is:
  - consultation with consultees October 2017
  - proposal advertised to the wider public December 2017
  - no objections – officer delegated decision early-2018
  - works start spring 2018
14. Because of the pressures on DCC's highways' department's capital budget, this project will not start in the 2017/18 financial year, i.e. it is deferred until the early 2018/19 financial year.
15. If objections are raised to the proposed crossing, the works' start date would get delayed by approximately three months; the proposed puffin crossing would have to be considered by a DCC regulatory committee and approved by council. If committee consideration and council approval is required, the most practical start date is autumn 2018.
16. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017



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 <b>Dorset County Council</b> ENVIRONMENT AND THE ECONOMY DIRECTORATE Mike Hartles Director for Environment and the Economy	Project Title			BROAD STREET, LYME REGIS PEDESTRIAN CROSSING			Orig 20JUL17 Rev Date Issue / Remarks Checked	SJB
	Drawing Title		Drawing Number		HI1144/300/01/ORIG			
<b>DORSET HIGHWAYS</b> Andrew Martin Head of Dorset Highways	SCHEME PLAN			Drawing Status		-		
	Scale (A4 Size)	Drawn	Date	Drawing Status		-		
	1:500	KAS	20 JUL 2017	-				

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Request for Additional Alfresco Seating Outside The Bay Restaurant, Marine Parade

**Purpose of Report**

To inform members of a further meeting which has taken place at the request of the owners of The Bay, Marine Parade with the chairman of this committee and the operations manager to discuss the request for additional alfresco seating outside the restaurant

**Recommendation**

Members consider the principle of either extending the existing high-level alfresco seating area outside The Bay by up to 600mm or permitting the use of part of the Jane Austen Garden area for additional tables and chairs

**Background**

1. At the meeting of this committee on 26 July 2017, members considered a request from the new owners of The Bay restaurant for additional alfresco seating on the Marine Parade outside of the restaurant to supplement that already provided at higher level.
2. Members were strongly of the opinion that any additional seating on the Marine Parade could not be supported in this location because it would unacceptably reduce the width of the parade at a point where it was already relatively narrow.

**Report**

3. The deputy town clerk subsequently met with one of the owners to discuss the committee's views and concerns and to consider potential alternatives. More recently, the owners requested a meeting with the chairman of this committee and the operations manager to discuss the matter further.
4. At that meeting, various alternatives to provide more outside seating capacity were discussed. Roof seating was dismissed as a viable alternative; in the short-term at least. The option of extending the existing high-level seating area by 600mm southwards to allow the use of six seat benches rather than four seat was also discussed, as was the use of part of Jane Austen Gardens.
5. It was felt the former option would have much less impact on the width of Marine Parade and it was noted that Jane Austen Gardens was relatively little used by the general public and that something appropriately designed and managed in a part of this location might be possible.

## AGENDA ITEM 12

6. It is understood the owners may attend the public forum of this meeting to make representations and this report affords members the opportunity to properly consider their views.
7. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

Mark Green  
Deputy town clerk  
September 2017

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Cover Charges

**Purpose of Report**

To inform members of a letter received from The Old Boathouse, The Alcove, Largigi Thai Restaurant and Ocean View Restaurant refusing 'to pay further invoices for outside seating until satisfactory legal evidence is produced and agreed' and 'claiming for all monies to be returned together with interest cost and compensation if a satisfactory judgement for the above named businesses is awarded'

**Recommendation**

Members consider the report and letter from the proprietors of The Old Boathouse, The Alcove, Largigi Thai Restaurant and Ocean View Restaurant and instruct the town clerk

**Background**

1. The decision to introduce cover charges followed the introduction of the Tripartite Agreement on 1 April 2011.
2. The Tripartite Agreement sought to address the uncertainty about the management and maintenance of several public areas in Lyme Regis, including Marine Parade. The parties to the agreement are Dorset County Council, West Dorset District Council and Lyme Regis Town Council.
3. In respect of Marine Parade, the schedule appended to the agreement states the town council is responsible for:

'The street furniture, barriers, floral decorations and shrubs and litter bins and the right to grant concessions shall belong to and be the responsibility of the Town Council notwithstanding that the surfacing shall be the responsibility of The County Council<sup>1</sup>'.
4. Following a recommendation from the Strategy and Policy Committee on 19 October 2011, on 9 November 2011 the Full Council passed a resolution to introduce cover charges. The council set its charges at £120 per cover for commercial establishments with tables, and £10 per annum for commercial establishments with no tables; these charges were discounted by 50% in the first year of operation.
5. Professional valuation advice was taken on the level of cover charges.

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<sup>1</sup> Repairs and maintenance between the town and county council is apportioned 73:27.

6. The council increased the charge for premises with tables to £125 per cover from 1 April 2017: the cover charge for premises with chairs only remained at £10.
7. The 2017/18 budgeted income from cover charges is £22,683.
8. The 2017/18 budgeted income from the premises who have signed the letter is £13,340<sup>2</sup>:
9. This matter has been considered by the council previously.
10. On 27 March 2013, the Full Council approved a recommendation from the Strategy and Policy Committee to 'refuse the request from the owner of The Alcove, Marine Parade to reconsider the fee for those businesses that have the benefit of a licence to have tables and chairs on Marine Parade'.
11. A report reviewing cover charges was considered by the Town Management Committee on 11 September 2013. The report drew comparison with the cover charges applied by six other councils. In each instance, the cover charge was significantly less than that levied by Lyme Regis Town Council. However, there is reason for this; the charges levied by principal councils were on land designated as a highway and such charges are restricted by legislation to administrative and enforcement costs, only. On 9 October 2013, the Full Council resolved, 'to take no further action on cover charges at the moment'.
12. On 15 January 2015, the matter was again considered by the Town Management Committee<sup>3</sup>: A recommendation from the meeting, 'to take no further action on cover charges at the moment' was considered by the Full Council on 19 February 2014.
13. On 19 February 2014, the Full Council resolved, 'that the cover charges levied by the town council on Marine Parade commercial establishments remain at current levels of £120 per cover and £10 per chair (no tables), per annum.'

## **Report**

14. The letter from The Old Boathouse, the Alcove, Largigi and Ocean View, is attached, **appendix 13A**.
15. The letter states the proprietors of these businesses believe there are anomalies and unsafe practices in the Tripartiate Agreement which relate to the ownership of Marine Parade.
16. They are stating they won't pay further invoices until satisfactory evidence is produced and agreed. They state they, 'will be claiming for all monies to be

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<sup>2</sup> The Old Boathouse, £3,000; The Alcove, £4,090; Largigi Thai Restaurant, £3,750; and Ocean View restaurant, £4,000.

<sup>3</sup> At the Town Management Committee on 11 September 2013, the chairman said, 'he would be happy to put the matter on an agenda early in 2014 before the season starts.'



## AGENDA ITEM 13

returned together with interest cost and compensation if a satisfactory judgement for the above named businesses is awarded'.

17. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017

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THE OLD BOATHOUSE

THE ALCOVE

LARGIGI

OCEAN VIEW

John Wright.  
Mark Green  
Town Council  
Lyme Regis

7 September 2017

Dear Mr Wright and Mr Green

It has been over a year since we first notified you of our continual concerns and comparison for the whole of West Dorset regarding the charges being made for outside seating on the Marine Parade and to date we have had no response from you, apart from an invoice for a price increase and indirectly your notification to the ratings agency in Weymouth.

We have been in contact with officials in West Dorset Council, Land Registry in Weymouth and our legal Barrister who will be representing us if and when you litigate proceedings against us. Because of the information we have received regarding ownership of Marine parade and the tripartite agreement, there are many abnormalities and unsafe practises of these agreements.

The above named businesses will therefore cease to pay any further invoices for outside seating until satisfactory legal evidence is produced and agreed. We will be claiming for all monies to be returned together with interest cost and compensation if a satisfactory judgement for the above named businesses is awarded.

Yours sincerely

Miss Gail Morris	The Old Boathouse
Mr & Mrs Hamlin	The Alcove
Mr & Mrs Gibbons	Largigi Thai Restaurant
Mr Steve Thirlwell	Ocean View Restaurant

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**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Parking and Land Ownership at the Gully

### **Purpose of Report**

To inform members about ownership of the cadet hut/gully area and current parking arrangements

### **Recommendation**

- a) Members consider how to control unauthorised parking at the gully, with the possibility of installing a fob entry system and issuing keys to all those authorised to park or have access to the area and/or to consider pursuing a parking order
- b) Members agree concrete sets will be dug into to the grass surface on spaces 4A and 4B at the gully
- c) Members agree that when works are complete to create two new parking spaces at the gully, spaces 4A and 4B are advertised as available to let.

### **Background**

1. It was recommended by this committee on 12 April 2017, and subsequently resolved by the Full Council on 3 May 2017, to create two further parking spaces at the gully, in addition to the four spaces already on the grassed area.
2. During discussion of this item, members agreed there needed to be better control of unauthorised parking in the gully area, including locking of the gate and entry by a fob system. Members asked officers to check land ownership in the area.
3. Further discussions took place at the meeting of this committee on 14 June 2017, when a letter from Anning Road resident Jackie Evans, was considered. Mrs Evans rents a parking space near the garages at the rear of Anning Road and was concerned an increasing number of unauthorised vehicles were parking in the area and access was becoming difficult.

### **Report**

1. The council's solicitors Kitson and Trotman were asked to investigate land ownership in the gully area. Kitson and Trotman have provided a Land Registry MapSearch and Title Plan of ownership of the area in question, **appendices 14A and 14B**. These show the town council has title of the space detailed in green on appendix 14A.

2. Now it has been established the land belongs to the town council, members are asked to consider how parking in the area can be better controlled.
3. It may be appropriate to investigate the possibility of a parking order covering the area to control unauthorised parking.
4. There is already a barrier in place at end of the access road leading to the gully, but it is never locked.
5. During previous discussions by this committee, a member requested costings for a barrier with a fob entry system. The estimated cost to install a fob entry system is £600 + VAT. This also depends on the availability of a suitable and convenient electricity supply, which would incur extra cost to run a supply to the gate.
6. If a new gate is required, the estimated cost is £1,400 + VAT.
7. There are no funds allocated for this purpose in the 2017/18 budget.

**Parking spaces**

8. Parking spaces currently rented or available to rent from the town council are as follows, and illustrated on **appendix 14C**:
  - Beyond the barrier in front of the cadet hut are four spaces numbered 1 to 4.
  - Behind the cadet hut are three spaces numbered 5 to 7.
  - Before the barrier are three spaces lettered A, B and C.
9. The two further spaces agreed by Full Council will be created adjacent to space 4. They will be known as 4A and 4B but need concrete sets dug into the grass surface before they can be used for parking.
10. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

Matt Adamson-Drage  
Operations manager  
October 2017



0 5 10 15 20 25 30 35 40 50m

Map scale 1:1250

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APPENDIX 14A

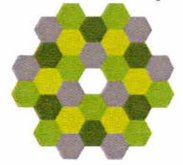


Title number	Estate information	Address
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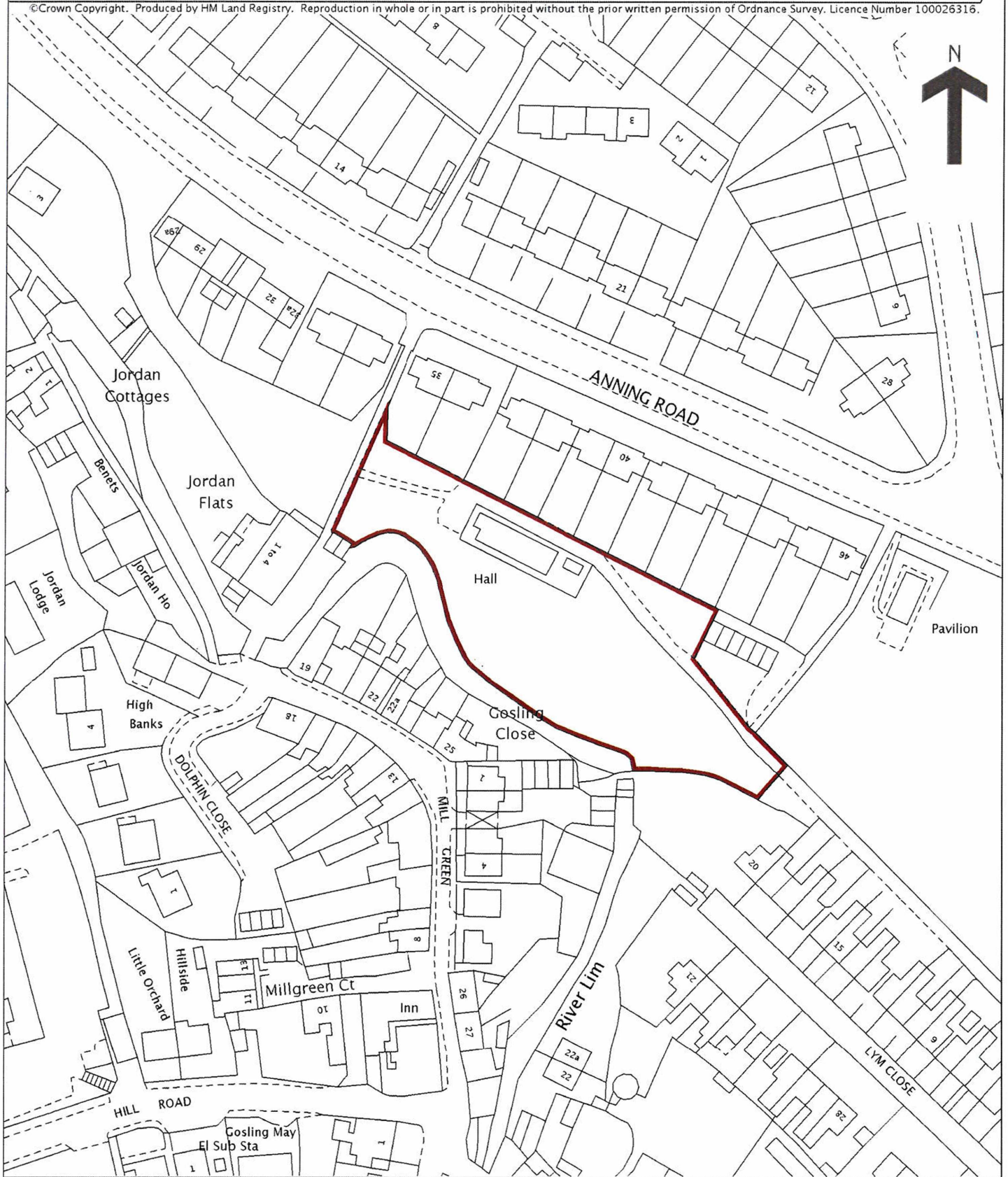
DT343068

HM Land Registry  
Official copy of  
title plan

Title number **DT343068**  
Ordnance Survey map reference **SY3492SW**  
Scale **1:1250 enlarged from 1:2500**  
Administrative area **Dorset : West Dorset**



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ANNING ROAD

42

43

44

45

46

Pedestrian Gate

Changing Room

GARAGES

Basketball Area

Pedestrian Gate

Car Parking Spaces

THE PLAYING FIELD

Lockable Barrier

Grass Area With Ornamental Trees

NOT TO SCALE

APPENDIX 14C







**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Request for Use of Strawberry Field

**Purpose of the Report**

To allow members to consider a request from a member of the public to use the former pitch and putt area of Strawberry Field for the exercise and training of a 'difficult' rescue dog

**Recommendation**

Members consider the request from a member of the public to use the former pitch and putt area of Strawberry Field up to twice per week for the exercise and training of a 'difficult' rescue dog.

**Background**

1. Members will be aware that the dog agility training which had been taking place at Strawberry Fields has recently come to an end.

**Report**

2. An individual dog owner who had previously been attending the dog agility and training classes has now enquired whether she would be able to use the field up to twice per week for the ongoing training of a 'difficult' rescue dog.
3. She would be happy to pay for this use but has made it clear that the use would preclude sheep being kept in the field while the dog was being trained, and that the training could not take place while others were using either the field or the adjoining 'barn'.
4. Following the end of the previously permitted dog training, officers had anticipated allowing a local farmer to put sheep in the field to keep the grass under control. This was the arrangement prior to the field being used for dog training and avoids the need to pay for grass cutting.
5. Officers had also been investigating the possibility of using the 'barn' for general maintenance work which required a dry, undercover working environment, e.g., winter bench maintenance.
6. The requested use could preclude either of the above options; although it has been stated that the use could take place outside of normal working hours each day, which might still allow the use of the 'barn'.

## AGENDA ITEM 15

7. If members were sympathetic to the request, it could be brought to an end at short notice and would not jeopardise any medium or longer-term plans for the area. It would require the consent of the landowner but the previous dog training use was agreed, so it is unlikely that this would be a problem.
8. The views of members about the requested temporary use are sought.
9. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

Mark Green  
Deputy town clerk  
September 2017

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Pop-Up Car Park

**Purpose of the Report**

To allow members to consider a request from a member of the public to install signage and a bin at a pop-up car park in St Andrew's Field

**Recommendation**

Members approve request to install signage and a bin at a pop-up car park in St Andrew's Field, within a set budget amount

**Background**

1. Members may be aware that mainly during the summer, Bob McHardy runs a pop-up car park at St Andrew's Field, off Haye Lane, with all proceeds going to local organisations and charities.

**Report**

2. Mr McHardy has asked if the council would consider extending existing car park signage to include this car park, and also install a dog waste bin.
3. Without knowing exactly what signs and how many will be required, it is difficult to put a cost on this. Members are therefore asked to consider this request in principle, and if agreed, allocate a budget amount for officers to work within.
4. Regarding a dog waste bin, dog faeces is classed as offensive waste. As such, it must be segregated and bagged separately from other waste, and disposed of using a registered carrier of controlled waste holding the relevant licence. It must then be disposed of in the appropriate disposal stream.
5. As the council is not in a position to dispose of dog faeces in this way, it would be more appropriate to have a general waste bin, which would allow other litter to be disposed of. It would be the responsibility of the town council to empty this bin.
6. The standard style of litter bin starts at around £150, but this will increase depending on additions such as cigarette trays.
7. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Cracks in Paths in Langmoor and Lister Gardens

**Purpose of the Report**

To allow members to consider a report from the council's geotechnical engineer regarding cracks in the surface of paths in Langmoor and Lister Gardens

**Recommendation**

Members consider the report from the council's geotechnical engineer regarding cracks in the surface of paths in Langmoor and Lister Gardens and instruct officers on any further steps

**Background**

1. During a discussion about accessibility in the Langmoor and Lister Gardens at a meeting of the Tourism, Community and Publicity Committee 19 April 2017, Cllr G. Turner said he was concerned about some dips in the path which made the route difficult for wheelchairs and pushchairs. Members agreed this matter should be referred to the Town Management and Highways Committee.

**Report**

2. The town clerk and operations manager met with the council's geotechnical engineer, Peter Chapman, on site on 22 August 2017 to assess the condition of the paths.
3. Peter Chapman's assessment is attached, **appendix 17A**.
4. Members are asked to consider Peter Chapman's report and his recommendation to await the results of West Dorset District Council's monitoring of its instrumentation, and set up topographical monitoring of the ground surface at selection locations.
5. As outlined by Peter Chapman, contractor's costs to carry out the initial topographical survey, set up monitoring points and carry out monitoring over the winter and next summer may be about £2,000 + VAT.
6. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017

## Adrienne Mullins

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**From:** John Wright  
**Sent:** 29 September 2017 10:59  
**To:** Adrienne Mullins  
**Subject:** FW: Surface Cracking of Paths, Langmoor and Lister Gardens

---

**From:** Peter Chapman [mailto:peter@pcrmconsultancy.co.uk]  
**Sent:** 05 September 2017 17:16  
**To:** John Wright <townclerk@lymeregistowncouncil.gov.uk>  
**Subject:** Surface Cracking of Paths, Langmoor and Lister Gardens

Dear John

Further to my walk over the gardens with you and Matt I am writing to give my initial opinions regarding the cracking that is affecting the tarmac footpaths in the gardens.

The majority of the cracking runs along the length of the paths and is located a short distance in from the down-slope side of the paths. The pattern of cracking is consistent with seasonal clay shrinkage which can often affect roads underlain by clay in a similar manner. In summer, near surface clays on the side of the road or path shrink as they lose moisture and cracks can open. Where trees, or significant vegetation are present, the effect can often be accentuated. In winter, the clay often regains moisture and heaves back. However, already opened cracks cannot fully close because of debris etc having fallen into them. The seasonal opening and not fully closing results in a long term horizontal opening of cracks.

The majority of the cracks in the garden paths are fully consistent with the above mechanism. However, a few are of a similar pattern but the scale of the cracking, and the step in surface level across the cracks, is relatively large and suggests that some small scale, shallow, slipping of the filled embankment faces below the cracks may now be occurring. I could see no indication of any recent deep seated landslipping.

I have spoken to Rob Clarke of West Dorset District Council with regard to their monitoring of post construction movements. He said the monitoring they have carried out showed some initial movement, soon after construction, as the reinforcing piles became fully strained. Since then they have not recorded any significant deep seated movement. A new set of monitoring readings are due to be available in the next couple of months.

If the movement that has caused the cracking is shallow and due to clay shrinkage, as I suspect, reinstatement and remedial works to reduce the risk of further movement would involve excavating the affected paths and underlying clay to an adequate depth so that the affected clay could be replaced with a non-shrinkable material such as a well compacted, well graded, angular, granular sub-base material, before relaying new tarmac surfacing.

Reinstatement and remedial works, as described above, will be disruptive and relatively expensive. Prior to carrying out such work it would be prudent to obtain more information to give more confidence that the movement is not related to potential deep seated movement and is of a cause that is fully understood. To this end, I would suggest we wait to see the results of WDDC's monitoring of their instrumentation and also set up some simple topographical monitoring of the ground surface at selected locations. This would be similar to the monitoring currently being carried out at the rear of Monmouth Beach. Contractor's costs to carry out the initial topographical survey, set up monitoring points and carry out monitoring over the winter and next summer may be about £2,000 +VAT.

I hope the above is clear and sufficient for your purposes at present. However, should you have any queries please do not hesitate to contact me.

**Committee:** Town Management and Highways

**Date:** 4 October 2017

**Title:** Steps at the Gully

**Purpose of Report**

To allow members to consider costings for re-instating steps or a path at the gully

**Recommendation**

Members consider the assessment of the council's geotechnical engineer of the possible re-instatement of steps or a path at the gully, the costs associated with implementing this project, and whether to proceed with the works

**Background**

1. At a meeting of this committee on 16 November 2016, a member requested consideration was given to re-instating the steps that used to be at the gully, to make it a more open space for people to use.
2. It is believed there used to be a ramp, as opposed to steps, which ran from the west of the works' store down to flat area of the gully. It is also believed the ramp was created naturally by people using the area.
3. A report was brought to this committee on 12 April 2017 to allow members to consider whether to re-instate a path or steps.
4. The following issues were brought to members' attention at that meeting:
  - Creating public access to an open space near a waterway may require a life buoy and safety signage
  - The area is currently unlit
  - There is no natural surveillance in this area, which may encourage anti-social behaviour.
5. As prices for this scheme had not been sought at that time, members agreed to defer this item until it was determined the kind of route that was required and estimated costs.

**Report**

4. The town clerk and the operations manager met with the council's geotechnical engineer Peter Chapman on site on 22 August 2017.

5. Peter Chapman's assessment is as follows:

I envisage the required works will involve the construction of timber faced and stone filled steps in one flight down to the proposed seating location, with the seating area itself levelled off with imported, granular, stone hardcore contained within a low wall adjacent to the river (probably a gabion wall). The seat, or seats could then be positioned on the level area as required.

I think Environment Agency approval may well be required, and possibly planning permission. Our fees to: survey, design and draw the required works suitable for construction and pricing; apply for EA approval and planning permission, put the works out to tender and administer the contract during construction, are likely to be about £4,000 + VAT. Our usual terms of engagement would apply and fees would be charged on a time and reimbursable expense basis. Our current charging rate is £75 per hour for a chartered geotechnical specialist or structural engineer.

At this stage, I would estimate, very roughly, that construction costs could be between £6,000 and £8,000 + VAT. However, obviously, we are at a very early stage in the design process and this estimate should be treated with caution.

6. There are no funds allocated for this purpose in the 2017/18 budget.
7. Any recommendations from this committee will be considered by the Full Council on 1 November 2017.

John Wright  
Town clerk  
September 2017



INCIDENT No.	DATE RECEIVED	INCIDENT	LOCATION OF INCIDENT	DATE OF INCIDENT	REFERENCE	REPORTED TO
1027	28/07/2017	Dead badger in road	Sidmouth Road opposite Clappentail Lane	28/07/2017	Online form	DCC
1028	31/07/2017	Toilets flooded	Charmouth Road car park	31/07/2017	WDDC - Churchills Informed	WDDC
1029	03/08/2017	Bins overflowing & haven't been emptied	Monmouth Beach chalets	03/08/2017	DWP MC944135	DWP
1030	03/08/2017	Bad smell from toilets	Bottom of Broad Street	All week	Online form	WDDC
1031	07/08/2017	Bins not emptied & overflowing	Broad Street	07/08/2017	DWP 101001892798	DWP
1032	08/08/2017	Pothole	Top of Roman Road	Ongoing	Simon Roberts	DCC
1033	09/08/2017	Railings damaged - steps unsafe to use	Bottom of steps from Charmouth Road car park to new walkway	09/08/2017	Mark contacting Bill Wilberforce	WDDC
1034	09/08/2017	Overgrown hedges - double yellow lines not visible	Cobb Road	Ongoing	DCC & lengthsman	DCC
1035	09/08/2017	Essential repairs to path needed	Town Mill up to river walk	Ongoing	Mark T investigating	LRTC
1036	09/08/2017	Brambles & bushes obstructing pavement	Charmouth to Lyme Regis (nr golf club)	Ongoing	1083001	DCC
1037	14/08/2017	Bad smell from drains	Marine Parade - nr National Trust Shop	14/08/2017	Online form	SWW
1038	15/08/2017	Street light not working	Nr 19 Woodmead Road	15/08/2017	10007	SSE
1039	16/08/2017	Plank loose	Bridge from steps to Town Mill	16/08/2017	Mark T - dealt with	LRTC
1040	16/08/2017	Vegetation overgrown & handrail unusable	Cobb Road	Ongoing	1083719	DCC
1041	21/08/2017	Diesel/hydraulic fluid leaked on road	Top of Charmouth Road all the way down to Church Street	21/08/2017	1083704	DCC
1042	21/08/2017	Toilets dirty, smell, not been cleaned all day	Monmouth Beach car park toilets	21/08/2017	Online form	WDDC
1043	22/08/2017	Overgrown hedge	Garden of house in Fairfield Park backing onto Queens Walk	22/08/2017	1083873	DCC
1044	07/09/2017	Handrail broken - welding gone - unusable	Bottom of steps to Charmouth Road car park from new walkway	Ongoing	Telephone - Jenny Dare	WDDC
1045	15/09/2017	Fronts of a few steps rotted out	Bowling Green - steps up to chalets	15/09/2017	Matt A-D	LRTC
1046	15/09/2017	3 weeks worth bin collections missed	Bowling Green chalets	Ongoing	DWP MC1059843	DWP