

LYME REGIS TOWN COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 1 NOVEMBER 2017

Present

Chairman: The Mayor, Cllr M. Ellis

Councillors: Cllr J. Broom, Cllr R. Doney, Cllr P. Hicks, Cllr B. Larcombe, Cllr S. Larcombe, Cllr S. Miller, Cllr Mrs C. Reynolds, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams

Officers: Mr M. Adamson-Drage (operations manager), Mrs A. Mullins (administrative officer), Mr J. Wright (town clerk)

Guests: Mr J. Hodnett (Kitson and Trotman)

17/93/C Public Forum

Mr A. Nabarro

As a member of Lyme Regis Bowling Club, he said he noted with interest the long discussions regarding the club's lease extension had started again, particularly by the Monmouth Beach car park assets working group. He said when thinking of the word asset, you may think of the car park, but he believed the asset was the club. Mr Nabarro said the club provided a facility for the people of the town, mainly older people, to have sporting and physical activity and to socialise. He said they played matches in Dorset, Somerset and Devon and those clubs also visited Lyme Regis. He said the public could play on the green, which the club members nurtured, with more than 300 people playing on the green this year. Mr Nabarro said thousands of people watched in the summer, which was an attraction for the town and in itself an asset. He said many people who came to play returned to the town, and touring teams returned time and again because they loved the town and the bowling facility. Mr Nabarro said the club had been there for 80 years and when in 1937 the club was owned by the town council, at that time it was a major benefit for a town council to have a bowling green. He said photos from that time showed there were no chalets or cars, but the club was an iconic feature which brought more aesthetic value than chalets or cars. Mr Nabarro said the current lease was due to expire and there had been many meetings and discussions, but the council decided without any final agreement to increase charges. Based on the current charges, he said the car park charge would increase by 270%, which would represent a quarter of a million pounds for a further 10 years of bowling. Mr Nabarro said it seemed far too high a figure for the people of the town to enjoy a facility which was open to the public. He said he hoped the club and the council could have some meaningful discussions before the council reached a decision. Mr Nabarro said the club was being charged for a parking area for 24 spaces, but he didn't believe 24 spaces could be created if it was turned into public parking. He suggested the car park could be handed back to the council for the winter for public parking for storage. He asked members if they wanted the bowling club to continue, because at the rates being suggested, the club was in great danger of not continuing. Mr Nabarro said there had been some talk of the council giving a grant to the club, but he didn't believe it was feasible in this case. He said there didn't have to be a grant, as long as it was noted in the council's accounts, which he said was allowed in the Town and Country Planning Act.

Rev J. Skinner

Rev Skinner thanked the mayor for choosing St Michael's Parish Church as her chosen charity. She said the church was delighted and this would be a great encouragement. She hoped this would bring the church into people's view as she believed it was becoming invisible, with people assuming the church would be able to continue for future centuries as it had in the past. Rev Skinner said it was an increasing struggle for members of the church who had to meet financial demands, as help didn't come from the diocese or the national church; it was down to the community to support the church. Rev Skinner said they wanted to face up to the responsibilities regarding the church tower and water ingress, and there was considerable concern regarding the future of the structure. She said major work would be undertaken, including the removal of the pebble dash, which meant it would look different after the work. Rev Skinner said there would also be scaffolding and wraps on the building for some time, so the new covering of the tower would dry out properly. She said it was a big undertaking so it was very encouraging to have the support of the mayor.

D. Turner – Dorset County Council (DCC)

Cllr D. Turner said a decision on local government reorganisation was expected by the end of the year. He said DCC was working with the Dorset Councils Partnership to make savings, with a joint committee formed to look at a number of issues, such as how assets like buildings and equipment would be disaggregated to Bournemouth, Poole and Christchurch.

Cllr D. Turner said a shelter bus was operating in Weymouth, providing shelter to the homeless. He said the charity would be looking at other areas in West Dorset to travel to, and perhaps this was something Lyme Regis could bear in mind for future.

Cllr D. Turner said he recently met with the chief executive of South Western Railway, which had secured the new franchise for this area. He said services at Weymouth and Dorchester would be negatively affected and a consultation would start on 1 December 2017, which he encouraged people to take part in.

Cllr D. Turner said proposals for the 2018 boundary review of parliamentary constituencies were available at bce2018.org.uk. He said only minor changes were proposed to the West Dorset constituency.

Cllr D. Turner said a new route was being proposed from Poole and Southampton ports north to the A303, with the aim of taking heavy goods vehicles away from the A35. He said this project would be some years away if it got off the ground.

Cllr B. Larcombe asked Cllr D. Turner if he could help the town council pursue the idea of size restriction signs at Boshill and Fernhill to deter larger vehicles from coming into the town.

Cllr D. Turner said DCC did not deal with national regulations, but he would ask the question.

Cllr S. Miller said since the previous Full Council meeting, Cllr D. Turner had shared an email from DCC's project manager from the collision reduction and traffic

engineering team. He asked Cllr D. Turner what more he might be able to do to progress discussions on improving traffic in Lyme Regis and the possibility of a one-way system.

Cllr D. Turner said the project manager had given clear reasons why he felt the suggested traffic solutions would not be viable, although he had offered to attend a town council meeting to discuss it further. He suggested an invite was made.

Cllr D. Turner – West Dorset District Council (WDDC)

Cllr D. Turner said planning searches were still very poor but had improved slightly.

Cllr D. Turner said WDDC had relinquished the public toilet cleaning contract with Churchill, which ended in March 2018, and would be looking at the procurement of a new contract.

Cllr D. Turner said WDDC's budget position was relatively good.

Cllr Mrs C. Reynolds – West Dorset District Council

Cllr Mrs C. Reynolds said she had attended as many meetings as possible. She had spoken at the Scrutiny Committee regarding the state of WDDC's public toilets in Lyme Regis, and the possibility of them coming back under town council control. She said she was advised this would be looked into.

Cllr Mrs C. Reynolds said there was a new WDDC parking policy, which meant free parking in WDDC car parks would not be given to events.

Cllr B. Larcombe asked Cllr Mrs C. Reynolds what line she would be taking when WDDC's Strategy Committee discussed asset transfers, as the town council hadn't formed a view yet.

Cllr Mrs C. Reynolds said she would discuss this with members and the town clerk when the matter was on the agenda.

17/94/C Questions from Councillors

There were none.

17/95/C Apologies for Absence

Cllr D. Hallett – illness
Cllr O. Lovell
Cllr P. Ridley

17/96/C Disclosable Pecuniary Interests

Cllr R. Doney declared a pecuniary interest in minute number 17/53/SF, Review of Charges, specifically in relation to Bell Cliff advertising boards, as the Town Mill Brewery had a board, and he would not speak or vote.

Cllr Mrs M. Ellis declared a disclosable pecuniary interest anything to do with the Woodmead Halls.

17/97/C Dispensations

There was no grant of dispensations made by the town clerk in relation to the business of this meeting.

17/98/C To confirm the accuracy of the minutes of the Full Council meeting held on 20 September 2017

Proposed by Cllr S. Miller and seconded by Cllr B. Larcombe, the minutes of the meeting held on 20 September 2017 were **ADOPTED**.

17/99/C Matters arising from the minutes of the Full Council meeting held on 20 September 2017

Members noted the report.

17/100/C Update Report

Members noted the report.

17/101/C Mayor's Announcements

Members noted the report.

17/102/C Planning Committee

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, it was **RESOLVED** to receive the minutes of the Planning Committee held on 19 September and 17 October 2017.

17/103/C Human Resources Committee

Proposed by Cllr B. Larcombe and seconded by Cllr S. Larcombe, it was **RESOLVED** to receive the minutes of the Human Resources Committee held on 27 September 2017 and adopt the recommendations, as follows:

Review of the Bullying and Harassment Policy and Procedure

RESOLVED: to approve the bullying and harassment policy and procedure, as amended by the Human Resources Committee.

17/40/HR – Postholder 214, Six-Month Probation Report

RESOLVED: to approve postholder 214's continued employment for the remainder of the two-year fixed-term contract.

17/41/HR – Postholder 108, Six-Month Probation Report

RESOLVED: to approve postholder 108's continued employment for the remainder of the two-year fixed-term contract.

17/42/HR – Contracts of Employment

ORIGINAL MOTION: to approve the draft contracts of employment, to include minor amendments that don't change the spirit of the contract, and that this be brought to Full Council on 1 November 2017, and an implementation date of 1 March 2018.

The town clerk said the minor amendments had not yet been made as officers would be meeting with the HR consultant on 6 November 2017. As such, it was suggested the amendments were reported to the Human Resources Committee on 8 November 2017.

The town clerk also said the HR consultant believed the new contracts could be implemented by 1 February 2018, instead of 1 March 2018.

SUBSTANTIVE MOTION: Proposed by Cllr J. Broom and seconded by Cllr Mrs C. Reynolds, members **RESOLVED** to approve the draft contracts of employment, to include minor amendments that don't change the spirit of the contract, and that this be reported to the Human Resources Committee on 8 November 2017, and an implementation date of 1 February 2018.

RESOLVED: that this project is led by the town clerk in consultation with the chairman of this committee.

RESOLVED: to approve the appointment of MotteramHR to advise the council on the transition from 'statements of particulars' to contracts of employment, to review its human resources' policies and procedures, and to produce a staff handbook.

17/104/C Strategy and Finance Committee

Proposed by Cllr S. Miller and seconded by Cllr G. Turner, it was **RESOLVED** to receive the minutes of the Strategy and Finance Committee held on 18 October 2017 and adopt the recommendations, as follows:

17/49/SF – Statement of Internal Control, Risk Management Policy and Annual Risk Assessment

RESOLVED: to note the statement of internal control and the town clerk's observations; to approve the risk management policy and the standard annual risk assessment; and to approve the draft risk register with the inclusion of staffing issues, including staff-staff relationships.

17/53/SF – Review of Charges

RESOLVED: to approve 2019 Cart Road beach hut hire charges as follows:

	Proposed rates 2019
January– Easter	£10
Easter Holiday	£45
April– Spring Holiday	£25
Spring Holiday	£50

June	£45
July- August	£120
September	£45
October	£25
November- December	£16
Christmas and New Year	£35
Winter season	£150
Summer season	£950
Annual	£1,500

RESOLVED: to hold alfresco licence charges at £125 per cover and £10 per single chair for 2018/19.

RESOLVED: to hold website advertising charges for 2018/19 as follows:

	Excl VAT	Incl VAT
Bronze listing	£50.00	£60.00
Silver listing	£100.00	£120.00
Gold listing	£150.00	£180.00
Small advert subpage	£150.00	£180.00
Medium advert subpage	£300.00	£360.00
Large advert subpage	£780.00	£936.00
Small advert overview/webcam page	£200.00	£240.00
Medium advert overview/webcam page	£480.00	£576.00
Large advert overview/webcam page	£1,020.00	£1224.00
Advert + 2 nd advert (same size or smaller)	2 nd advert at half price	
Advert + listing	Listing at half price	
Listing + 2 nd listing (same price or less)	2 nd listing at half price	

RESOLVED: to increase bell cliff advertising charges to £110 inclusive of VAT for 2018/19.

RESOLVED: to hold Marine Parade Shelters' hire charges for 2019/20, as follows, with an amendment that discounted rates for DT7 postcodes only apply to Lyme Regis DT7:

Charites, Schools and Not-for-Profit Organisations – per area, per day

Categories	2019/20
Lyme Regis DT7 postcodes	£10

Within a 10-mile radius of the offices	£15
Outside a 10-mile radius of the offices	£20
National charities (per hour)	£15
Not-for-profit community events and festivals hiring the shelters	At the discretion of the town clerk

Other organisations

Area		Categories	2019/20
Langmoor and Lister Room and Jubilee Pavilion	Per room, per hour	Commercial or private hire	£15
Market area	Per day	Commercial or private hire	£100
Performance area/ top of shelters	Per day	Commercial or private hire	£150

RESOLVED: to hold amenities charges for 2018/19 at adult mini golf and putting, £3; child mini golf and putting, £1.50; table tennis, £1.50, and to amend the group discount to 33%.

RESOLVED: to hold wedding and civil marriage charges for 2019/20 as follows:

	2019/20
Monday – Friday	£300
Saturday	£400
Sunday	£400

RESOLVED: car park permit charges for 2018/19 as follows:

	2018/19
Residents	£175
Non-residents	£300
Holiday accommodation	£600

RESOLVED: to hold car parking charges for 2018/19, as follows:

	2018/19 (per hour)
Cabanya	1.20
Monmouth Beach	1.20

Woodmead	2018/19
1 hour	1.00

3-day ticket	20.00
Weekly ticket	40.00

RESOLVED: to hold brochure advertising rates for 2018, as follows:

Back cover	£1,575
Inside back over	£1,050
Full page	£525
Half page	£290
Quarter page	£215
Eighth page	£160
Line listing	£25

RESOLVED: to hold cemetery charges for 2018/19, as follows:

Inter still born child or under 2 years	Inter child under 16 years	Inter over 16 years	Inter cremated remains	Exclusive right of burial in earthen grave	Exclusive right of burial of cremated remains	Installation of headstone/footstone/tablet
No charge	No charge	£225.00	£50.00	£455.00	£276.00	£90.00

Installation of vase	Additional inscription on memorial	Scattering ashes on existing graves	Scattering ashes beneath turf of existing graves	Genealogy searches	Double interment fee
£45/£60	£30.00	£20.00	£20.00	£25.00	No extra charge

17/54/SF – Objective Setting

ORIGINAL MOTION:

- Remove £1k ongoing funding allocated until 2021/22 for tackling the seagull problem
- Remove £5k funding in 2017/18 for the project to improve experiences for disabled people
- Increase the 2018/19 budget for the project to improve experiences for disabled people to £10k to pay for a disability audit
- Remove £5k funding in 2017/18 for the project to promote Lyme to various groups of people
- Re-affirm all other previously agreed objectives

- To instruct officers to obtain more detailed costings for the following possible objectives for 2018/19 and 2019/20: seafront caretaker; replacement of Cart Road beach huts on a three-year programme; employ a second lengthsman; introduce a supervisor role in the external works' team; wet weather facility; find land for park and ride on north and west of town; extend period of operation of Charmouth Road park and ride; events to commemorate centenary of end of First World War, with an amended budget of £5k; asset management review; implement parking orders; and café and toilets in Lister Gardens.
- In principle, to pursue the following objectives with no associated costs: establish chamber of commerce; find alternative council offices; and explore uses for Strawberry Field.

Cllr R. Doney confirmed he requested the £5k funding allocated in 2017/18 for the project to promote Lyme to various groups of people was removed from the budget, but he also requested this funding was re-allocated in 2018/19.

SUBSTANTIVE MOTION: Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Miller, members **RESOLVED** to:

- Remove £1k ongoing funding allocated until 2021/22 for tackling the seagull problem
- Remove £5k funding in 2017/18 for the project to improve experiences for disabled people
- Increase the 2018/19 budget for the project to improve experiences for disabled people to £10k to pay for a disability audit
- Remove £5k funding in 2017/18 for the project to promote Lyme to various groups of people and re-allocate this amount to the project in 2018/19
- Re-affirm all other previously agreed objectives
- To instruct officers to obtain more detailed costings for the following possible objectives for 2018/19 and 2019/20: seafront caretaker; replacement of Cart Road beach huts on a three-year programme; employ a second lengthsman; introduce a supervisor role in the external works' team; wet weather facility; find land for park and ride on north and west of town; extend period of operation of Charmouth Road park and ride; events to commemorate centenary of end of First World War, with an amended budget of £5k; asset management review; implement parking orders; and café and toilets in Lister Gardens.
- In principle, to pursue the following objectives with no associated costs: establish chamber of commerce; find alternative council offices; and explore uses for Strawberry Field.

17/55/SF – Appointment of John Stark and Crickmay Partnership as architects for the design and project management of a café and toilets in Lister Gardens

RESOLVED: to appoint John Stark and Crickmay Partnership as architects for the design and, if pursued, the project management of a café and toilets in Lister Gardens.

17/56/SF – Funding Request from The Royal British Legion

RESOLVED: approve a grant of £500 to the Lyme Regis branch of the Royal British Legion towards the cost of sending the branch standard and bearer to Ypres in August 2018.

17/57/SF – Renewal of Leases for Marine Parade Retail Units (National Trust and Boylos)

RESOLVED: to approve the renewal of the leases for the two principal retail units, i.e. National Trust and Boylos, within the town council-owned Marine Parade Shelters, with effect from June 2018, on terms to be agreed, and authorise the service of the necessary notices to commence the process.

17/59/SF – Investments, Cash Holdings and Loans

RESOLVED: not to pursue investment opportunities with Churches, Charities and Local Authorities (CCLA).

17/60/SF – List of Payments

RESOLVED: to approve the schedule of payments for August and September 2017 for the sums of £109,027.39 and £117,332.90.

17/105/C Tourism, Community and Publicity Committee

Proposed by Cllr Mrs C. Reynolds and seconded by Cllr R. Doney, it was **RESOLVED** to receive the minutes of the Tourism, Community and Publicity Committee held on 11 October 2017 and adopt the recommendations, as follows:

17/39/TCP – Jubilee Pavilion Volunteer Service 2017

RESOLVED: to note the report of the volunteer co-ordinator, thank her and all other volunteers for their hard work during the 2017 season and instruct the deputy town clerk, in consultation with the chairman and vice-chairman of this committee, to come back to the next meeting with a detailed report about the way forward which also addresses the various comments and concerns raised in the co-ordinator's report.

17/40/TCP – Coastal Communities Team Objectives and Outcomes

RESOLVED: to agree the council works in full co-operation with the Lyme Regis, Charmouth and Uplyme CCT, LymeForward, businesses, local people and volunteers in taking projects forward by working together to achieve a successful bid that offers opportunities for local people and the local economy to round five of the Coastal Communities Fund.

17/41/TCP – Chamber of Commerce

RESOLVED: to agree to take forward the idea of setting up a chamber of commerce in Lyme Regis, affiliated to the Dorset Chamber of Commerce, and agree to consult with traders and all types of workers, to determine if this would be suitable for Lyme Regis.

17/43/TCP – Request for Funding to Complete a Film about the Life of Mary Anning

Cllr S. Williams asked if WDDC and DCC had agreed to match the town council's contribution.

Cllr Mrs C. Reynolds said she had a meeting with two WDDC officers the following day to discuss this.

RESOLVED: to approve funding of £5,000 to complete a half-made film about the life of Mary Anning, starring Jenny Agutter and featuring Lyme Regis, on the condition West Dorset District Council and Dorset County Council offers at least an equal amount.

17/44/TCP – Seafront WiFi

This item was the subject of a report elsewhere on the agenda.

17/106/C Town Management and Highways Committee

Proposed by Cllr J. Broom and seconded by Cllr G. Turner, it was **RESOLVED** to receive the minutes of the Town Management and Highways Committee held on 4 October 2017 and adopt the recommendations, as follows:

17/41/TMH – Replacement of Section of Seafront Railings at Marine Parade

RESOLVED: to re-submit the planning application to replace a section of Marine Parade railings, 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.

RESOLVED: to retain Boon Brown Architects of Yeovil to undertake all work connected to the re-submission of the planning application to replace a section of Marine Parade railings, subject to receipt of a satisfactory fee quote.

17/42/TMH – Proposals for a Café and Toilets in the Lister Gardens

RESOLVED: to ask Roger Hussey of John Stark and Crickmay Partnership to produce more appropriate designs for the proposed café and toilets in Lister Gardens, to be considered by the appropriate committee, with the intention of having a good understanding of the cost of the project by 13 December 2017.

17/44/TMH – Puffin Crossing, Broad Street

RESOLVED: to support in principle a puffin crossing in Broad Street but to ask Dorset County Council's highways' department if the crossing could be installed elsewhere in Broad Street, possibly higher up the street near the post office, with an additional request that the bus stop outside Co-op is also moved up Broad Street near the junction with Silver Street to accommodate the puffin crossing.

17/45/TMH – Request for Additional Alfresco Seating Outside The Bay Restaurant, Marine Parade

RESOLVED: not to support the principle of either extending the existing high-level alfresco seating area outside The Bay by up to 600mm or permitting use of part of the Jane Austen Garden area for additional tables and chairs.

17/46/TMH – Cover Charges

RESOLVED: to write back to the proprietors of The Old Boathouse, The Alcove, Largigi Thai Restaurant and Ocean View Restaurant to inform them the council has a legal right to charge for tables and chairs under the tripartite agreement, to inform them they should remove the covers if they do not wish to pay, and request timely payment of invoices.

17/47/TMH – Parking and Land Ownership at the Gully

RESOLVED: to control unauthorised parking at the gully and on other council-owned land with the implementation of parking orders, to agree concrete sets will be dug into the grass surface on spaces 4A and 4B at the gully, and 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.

17/48/TMH – Request for Use of Strawberry Field

RESOLVED: to refuse the request from a member of the public to use the former pitch and putt area of Strawberry Field up to twice a week for the exercise and training of a difficult rescue dog.

17/49/TMH – Pop-Up Car Park

RESOLVED: to approve the request to install signage and a bin at a pop-up car park in St Andrew's Field.

Cllr B. Larcombe wished to put on record that the council was grateful to the person who ran the pop-up car park for providing parking and also giving the proceeds to charity.

17/51/TMH – Steps at the Gully

RESOLVED: not to pursue works to reinstate steps or a path at the gully.

17/52/TMH – Park and Ride Facilities at Sidmouth Road and Charmouth Road

RESOLVED: to:

- note the information so far collected in support of an application for the permanent use of the park and ride sites at Sidmouth Road and Charmouth Road.
- support, in principle and subject to landowner discussions, the agreement of affordable terms and operator availability, to extend the period of operation of

the Charmouth Road park and ride site from the period of the summer school holidays to include the busiest periods from either Easter or Whitsun onwards.

- note the proposal received from First Group to run a registered park and ride service in Lyme for 2018 using two double decker buses running to a scheduled timetable, accepting concessionary fares, with an ability to pick up other passengers 'en route' (at bus stops), with payment for bus use rather than payment for parking and with potential 'profit share' once operating costs have been met.
- note the possible need for on-site management at both park and ride sites at the busiest periods to minimise potential highways' risks and to ensure proper site control is in place.
- agree that Cllr S. Miller continues to liaise with the deputy town clerk and operations manager about the submission of the necessary planning applications, other supporting data and the development of on-site management arrangements.
- support the principle of undertaking all necessary pre-application discussions and negotiations with the planning authority and other affected/interested parties, including Uplyme Parish Council and representatives of the local business community, in order to maximise the level of support for the planning application(s).
- agree that every effort should be made to ensure that the necessary planning application(s) is/are submitted by the end of October 2017, at the latest, to ensure sufficient time is available to agree all operating arrangements prior to Easter 2018.
- agree that the council continues to retain Boon Brown Architects of Yeovil to assist with the preparation and submission of the necessary planning application(s).

17/53/TMH – Re-letting of Guildhall Shop

RESOLVED: to approve a request from two local businesses to jointly rent the Guildhall shop.

17/107/C Appointments to Council Committees

Proposed by Cllr J. Broom and seconded by Cllr Mrs C. Reynolds, members **RESOLVED** to approve the appointment of Cllr P. Ridley to the Tourism, Community and Publicity Committee and the Planning Committee.

17/108/C Motions from Member Councils for Consideration by Dorset Association of Parish and Town Councils' Annual General Meeting

Proposed by Cllr S. Miller and seconded by Cllr Mrs C. Reynolds, members **RESOLVED** to give a voting mandate to Cllr J. Broom, the town council's representative on the Dorset Association of Parish and Town Councils, on motions from Beaminster Town Council, Blandford Town Council, Chideock Parish Council

and Hurn Parish Council, which will be considered at the annual general meeting on 1 November 2017.

17/109/C Lyme Regis Football Club Grant Request

Cllr Mrs M. Ellis said as the council pulled forward funding for LymeArts Community Trust, the council should be willing to do the same for the football club, although it was important the club understood this money would not be available for future stages of the project.

Cllr B. Larcombe said bringing forward the funding would not commit the council any further than the original grant award.

Cllr S. Miller said the football club had gone outside of the grant agreement in spending these extra funds and bringing forward the money may set a precedent.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Williams, members **RESOLVED** to approve a request from Lyme Regis Football Club to bring forward £2,500 of its total grant allocation of £100,000 to cover additional costs incurred in its kitchen extension project.

17/110/C LymeArts Community Trust Fund Raising to 1 October 2017

Proposed by Cllr S. Larcombe and seconded by Cllr P. Hicks, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/111/C Seafrost Wi-Fi Contract Award

Proposed by Cllr S. Larcombe and seconded by Cllr P. Hicks, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/112/C Lister Gardens' Boundary Dispute

Proposed by Cllr S. Larcombe and seconded by Cllr P. Hicks, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/113/C Exempt Business

(a) Lister Gardens' Boundary Dispute

Mr J. Hodnett, of Kitson and Trotman solicitors, took members through the findings of the assistant land registrar, and his assessment of those findings.

Mr J. Hodnett outlined the strengths in the council's argument, and where he saw any weaknesses.

Mr J. Hodnett said he had drafted a reply to the assistant land registrar and he briefed members on what his letter contained. He explained what the possible outcomes could be, in response to the letter.

Proposed by Cllr S. Miller and seconded by Cllr S. Larcombe, members **RESOLVED** to instruct Jason Hodnett of Kitson and Trotman to respond to the letter of 21 September 2017 from the assistant land registrar regarding the Lister Gardens' boundary dispute, and depending on the response from the assistant land registrar, the council will then consider whether to pursue this matter and to incur further costs.

It was also agreed Mr J. Hodnett would be invited to a council meeting, when a response had been received from the assistant land registrar.

(b) LymeArts Community Trust Fund Raising to 1 October 2017

The town clerk said there had been some improvement in LymeArts Community Trust's (LACT) financial position, but the council would continue to monitor this through regular meetings with LACT and analysis of monthly accounts.

The town clerk said the grant agreement required two review meetings a year; however, meetings were taking place much more regularly. He suggested this was regularised to four quarterly meetings a year. He said he and the finance manager could then appraise LACT's financial position and business strength, and report the analysis to members.

There was some concern among members that the business was underpinned by the £15,000 grant the council brought forward, but it was agreed no action needed to be taken at the moment, and officers would continue to meet regularly with the trustees.

(c) Seafrost Wi-Fi Contract Award

The town clerk advised members to delegate authority to him to seek competitive quotes for seafrost wi-fi, based on the same performance specification. He said this approach, rather than referring the matter back to committee, would allow this matter to be resolved quickly.

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, members **RESOLVED** to delegate authority to the town clerk, in consultation with the chairman of the Tourism, Community and Publicity Committee, to obtain quotes for seafrost wi-fi and to appoint a suitable contractor.

The meeting closed at 8.52pm.