

## LYME REGIS TOWN COUNCIL

### MINUTES OF THE MEETING HELD ON WEDNESDAY 19 SEPTEMBER 2018

#### Present

**Chairman:** The Mayor, Cllr Mrs M. Ellis

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

**Officers:** Mrs A. Mullins (administrative officer), Mr J. Wright (town clerk)

#### 18/60/C Public Forum

##### Lucy Armstrong

As a member of the Dorset Youth Council, Lucy said she was in support of Lyme Regis having a fully-budgeted youth council. She said there had been lots of important decisions made in politics in recent years, such as Brexit, so youth councils were becoming more important than ever. Lucy said she had been on the youth council since she was aged 10, and she was now almost 20 and studying politics at university. She said she was a member of Dorchester Youth Council, which had its own budget, they had branded themselves and given themselves a logo so people knew who they were. She said the youth council met before Dorchester Town Council meetings and went through the agendas and read out a speech with their ideas at the beginning of the town council meeting. Lucy said the youth council could create exciting conversation and challenge the older generation, and a budget was important in running a youth council. Lucy said she was also involved with a national organisation which specialised in engaging young people in decision-making. She said for a group to be effective, young people should be included because they are the people who will be taking over the running of Lyme Regis in the future. She said young people were playful in practice and practical in solutions, and a budget for the Lyme Regis youth council would support this principle.

In response to several questions from members, Lucy said their budget was provided by Dorset County Council and Dorchester Town Council, supported by Thomas Hardy School. She said they applied for grants but needed a budget to support their bids.

##### Mr C. Tipping

As the new co-ordinator of LymeForward, Mr Tipping gave an update on the Coastal Communities Fund stage one, round five bids, for which a decision had now been put back from June/July 2018 until early 2019. He said members could contact him if they wished to discuss this further.

Mr Tipping also gave an update on Lyme Regis Development Trust. He said they had three exciting projects going on: a radio station workshop, a commercial café, and 'man sheds'.

Mr Tipping urged councillors to drop in and see him or contact him separately if they wished to discuss something.

### **Cllr D. Turner – Dorset County Council (DCC)**

Cllr D. Turner said the Shadow Dorset Council had agreed a further £1.4million for highways' improvements, which was on the back of a £2million government grant the council was given recently. He urged everyone to report any highways' defects on the Dorset For You website.

Cllr D. Turner said the Shadow Executive was looking at any spend of over £100,000 from the district and borough councils, and any spend over £500,000 from the county councils.

Cllr D. Turner said the surface dressing of the roads had been completed and repairs had been made to Buddle Bridge. He added it was not a council worker who had been involved in the accident during the bridge works. He said the council was now carrying out maintenance work on Horn Bridge.

Cllr D. Turner said the Shadow Executive had new portfolio holders and he had been given the environmental portfolio.

Cllr D. Turner said a proposal went to the Shadow Executive to continue community grants for one year, with the exception of local area partnerships in West Dorset, because the rest of the county didn't provide those grants. However, it was decided West Dorset local area partnerships would be added to the proposal and would receive funding for a further year.

Cllr D. Turner said the structure for Dorset Council was set up and the constitution was almost ready. He said they continued to work towards forming a safe and legal council by May 2019. He said they had started discussing branding for Dorset Council and the public would be asked to choose the best design, although he wasn't keen on the proposed designs.

Cllr D. Turner said Jason Vaughan had been appointed the interim Section 151 officer. He said the interim head of service, Matt Prosser, had been recommended to lead Dorset Council following a selection process, but this still needed the approval of the Full Council.

Cllr D. Turner said there was pressure on the budgets for social care and adult services, and a downward decline on highways infrastructure.

Cllr D. Turner said the youth council was going into DCC for a takeover day in October. He said Dorchester Youth Council had a good Twitter page which he recommended following.

### **Cllr D. Turner – West Dorset District Council**

Cllr D. Turner said the asset transfer, which involved Lyme Regis, had not been approved, as anything that would affect the budget of the new council was unlikely to be approved.

Cllr D. Turner said the state of the public toilets had been an issue not just in Lyme Regis, but also in Charmouth and West Bay, and the cleaning contract would be considered by the Scrutiny Committee in November. Additional works had been implemented so hopefully there would be some improvement.

### **Cllr Mrs C. Reynolds – West Dorset District Council (WDDC)**

Cllr Mrs C. Reynolds said she also wasn't keen on the designs for the logo for Dorset Council.

## **18/61/C Questions from Councillors**

### **Cllr B. Larcombe**

Cllr B. Larcombe asked what steps were being taken to hasten the progress in improving and tendering to improve the design and capacity of the council's website.

### **Cllr D. Hallett**

Cllr D. Hallett asked if the council could bring back into use the system to record council meetings as he was concerned the minutes were not detailed enough.

Cllr O. Lovell asked that this was put on a future agenda for consideration.

The Mayor, Cllr Mrs M. Ellis said the minutes were not a verbatim report of the meeting.

### **Cllr O. Lovell**

Cllr O. Lovell asked if the council could take up the issue of the poor level of service the town was getting from the ambulance service and police.

### **Cllr J. Scowen**

Cllr J. Scowen asked if the council could allow the press into its working group meetings to allow the public to see what was going on.

**18/62/C Apologies for Absence**

Cllr S. Miller – holiday  
Cllr P. Ridley – work commitments

**18/63/C Disclosable Pecuniary Interests**

There were none.

**18/64/C Dispensations**

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

**18/65/C To confirm the accuracy of the minutes of the Full Council meeting held on 11 July 2018**

Proposed by Cllr B. Larcombe and seconded by Cllr Mrs C. Reynolds, the minutes of the Full Council meeting held on 11 July 2018 were **ADOPTED**.

**18/66/C To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 7 August 2018**

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, the minutes of the extraordinary Full Council meeting held on 7 August 2018 were **ADOPTED**.

**18/67/C Matters arising from the minutes of the Full Council meeting held on 11 July 2018**

Members noted the report.

**18/68/C Matters arising from the minutes of the extraordinary Full Council meeting held on 7 August 2018**

There were no matters arising.

**18/69/C Update Report**

**Bowling club**

Cllr B. Larcombe said he and Cllr G. Turner had met again with the bowling club representatives and they would be reporting back to the assets on-and-around Monmouth Beach car park working group.

**18/70/C Mayor's Announcements**

In relation to the Mayor's meeting regarding Strawberry Field, Cllr S. Williams asked if a report would come to the council on this matter.

The town clerk said the council had undertaken to review what could be done with Strawberry Field and a consultant would be brought in to undertake that review. He said the consultant's report would be considered by the Strategy and Finance Committee.

#### **18/71/C Planning Committee**

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, it was **RESOLVED** to receive the minutes of the Planning Committee held on 24 July and 21 August 2018.

#### **18/72/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 18 July 2018 and adopt the recommendations, as follows:

##### **18/24/HR – Local Council Award Scheme**

**RESOLVED:** to defer the target date for achieving the Quality Gold Award of the Local Council Award Scheme to 31 March 2020 and approve the following actions:

- In conjunction with LymeForward and the police, the council takes the lead in developing a safer neighbourhood strategy. This strategy would be considered by the Tourism, Community and Publicity Committee on 23 January 2019
- The council determines its approach to CCTV by 31 December 2018
- A community engagement strategy is developed and considered by the Tourism, Community and Publicity Committee on 23 January 2019
- As part of its preparation for a new administration in May 2019, the council develops a comprehensive induction and training programme for members
- The council considers how to address the current internal conflict among members and what measures it can take to mitigate bringing the council into disrepute.

##### **18/25/HR – Improving Productivity**

**RESOLVED:** to endorse the removal of paid breaks to all employees.

**RESOLVED:** to note management action on 'doubling up' and works' programming.

**RESOLVED:** to approve the introduction of variable hours' contracts for the existing gardening team on a voluntary basis.

**RESOLVED:** to approve the appointment to all subsequent gardening vacancies on variable hours' contracts.

**RESOLVED:** to approve the deletion of the seasonal gardener and apprentice gardener posts and their replacement with a permanent full-time gardener on a variable hours' contract.

### **18/73/C Strategy and Finance Committee**

Proposed by Cllr Mrs M. Ellis and seconded by Cllr B. Larcombe, it was **RESOLVED** to receive the minutes of the Strategy and Finance Committee held on 5 September 2018 and adopt the recommendations, as follows:

#### **18/33/SF – Review of Standing Orders**

**RESOLVED:** to approve the proposed standing orders, based on the model published by the National Association of Local Councils, effective from 19 September 2018.

#### **18/34/SF – LEADER Programme Application**

**RESOLVED:**

- to approve a budget of up to £200,000 from the council's reserve to support its application to the Dorset LEADER Programme for the renewal and enhancement of the roof area above The Swim, the antique centre and amusement arcade
- to confirm the appointment of John Stark and Crickmay Partnership to undertake the initial design and 'up to tender' work for the renewal and enhancement of the roof area above The Swim, the antique centre and amusement arcade
- to approve the internal programme for submitting an application to the Dorset LEADER Programme by 6 December 2018

### **18/74/C Tourism, Community and Publicity Committee**

Cllr O. Lovell declared a pecuniary interest in minute number 18/30/TCP.

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 1 August 2018 and adopt the recommendations, as follows:

#### **18/29/TCP – Policy and Procedure for Events on Council-Owned Land**

**RESOLVED:** to approve the policy and procedure for events on council-owned land, as amended by the Tourism, Community and Publicity Committee.

#### **18/30/TCP – Promoting Lyme Regis**

**RESOLVED:** to instruct officers to obtain costs to produce the 2019 Lyme Regis guide based on 15,000, 17,500 and 20,000 copies and to bring this information

back to the Tourism, Community and Publicity Committee on 10 October 2018 for members to consider.

### **18/31/TCP – I Love Lyme Day**

**RESOLVED:** to support the proposal for an ‘I Love Lyme Day’, to approve expenditure of up to £4,000 to provide a firework display and cover sundry expenses on 16 August 2018, and ask the Full Council at its meeting on 19 September 2018 to retrospectively approve a budget for this expenditure.

### **18/32/TCP – Youth Council at Woodroffe School**

**ORIGINAL MOTION:** to support the setting up of a youth council at the Woodroffe School, to agree the youth council identifies projects and comes back to the council to request a budget, to agree the Tourism, Community and Publicity Committee is the youth council’s principal link with the council, and to agree Cllr Mrs C. Reynolds acts as the liaison between the town council and the youth council.

Cllr Mrs C. Reynolds asked members to re-consider allocating a budget to the youth council following the comments made in the public forum. She reassured members there would be a council signatory on any youth council expenditure.

Cllr J. Scowen supported an allocated budget as he said this would encourage the youth to get involved in politics.

Cllr S. Williams believed the youth council should raise its own funds.

It was proposed by Cllr Mrs C. Reynolds to allocate a budget to the youth council at the Woodroffe School.

This motion was not seconded.

Cllr O. Lovell said as the youth council hadn’t yet been set up, the council should establish the level of interest from pupils before deciding on a budget.

Cllr B. Larcombe said he wanted to see the youth council working in practice and suggested a youth council member attended a town council meeting to make a pitch for the size of budget it wanted.

Cllr R. Doney said to encourage young people to join, the council should allocate an initial budget to show its support, but the youth council could also come back to the council and discuss the budget it would like.

The town clerk said any expenditure would require a signatory and the youth council would retrospectively report its expenditure back to the council through the Tourism, Community and Publicity Committee. He said if the money was used inappropriately, the budget would be reviewed.

It was proposed by Cllr O. Lovell and seconded by Cllr Mrs C. Reynolds to allocate a budget of £5,000 to the youth council at the Woodroffe School.

This motion was not carried.

It was proposed by Cllr J. Broom and seconded by Cllr Mrs C. Reynolds to allocate a budget of £2,000 to the youth council at the Woodroffe School.

This motion was carried, as follows:

**SUBSTANTIVE MOTION:** to support the setting up of a youth council at the Woodroffe School, to agree an allocated budget of £2,000, to agree the Tourism, Community and Publicity Committee is the youth council's principal link with the council, and to agree Cllr Mrs C. Reynolds acts as the liaison between the town council and the youth council.

### **18/33/TCP – Mary Anning Statue**

Cllr D. Hallett was concerned the project was moving ahead although nothing had yet been approved by the council.

Cllr Mrs C. Reynolds said she intended to hold a public meeting, and all she was asking for at this stage was support from the council in taking this project forward.

Cllr S. Williams asked who would be funding the statue and he said information was required on where it would be located.

Cllr Mrs C. Reynolds said this information was included in the documents she had circulated to members before the meeting. Cllr O. Lovell added this kind of information would be confirmed after the public meeting.

**RESOLVED:** to allow Cllr Mrs C. Reynolds to look into the possibility of installing a statue of Mary Anning in Lyme Regis and to report back to the Tourism, Community and Publicity Committee with further information.

### **18/75/C Town Management and Highways Committee**

Cllr O. Lovell declared a pecuniary interest in minute number 18/27/TMH.

Proposed by Cllr J. Broom and seconded by Cllr B. Larcombe, it was **RESOLVED** to receive the minutes of the Town Management and Highways Committee held on 25 July 2018 and adopt the recommendations, as follows:

#### **18/23/TMH – Beach Hut Replacement**

**RESOLVED:** to replace the Cart Road beach huts with the standard 2006 specification in wood.

**RESOLVED:** to replace all 34 Cart Road beach huts in one go in the 2018/19 autumn/winter season.



**RESOLVED:** that the new Cart Road beach huts have pitched roofs.

**RESOLVED:** to write a new specification for the replacement of the Cart Road beach huts to include pitched roofs, and commence the tender process for replacement.

### **18/24/TMH – Teen Shelter at Anning Road Playing Field**

Members discussed whether removing the teen shelter would only move the anti-social behaviour elsewhere, such as the gazebo or pirate ship in the play park.

Cllr J. Broom said the police were visiting the area at irregular hours and had reported the situation had improved. He therefore suggested leaving the shelter in place for six months while the situation was monitored further.

Cllr B. Larcombe said the situation was bad enough to justify removing the shelter immediately. He said as winter was approaching, usage of the shelter would reduce over the next six months, so the results of any monitoring would not be conclusive.

Cllr D. Hallett said there had been issues with anti-social behaviour in this area ever since there had been a hut there and delaying a decision would not have any benefit.

Cllr S. Larcombe asked if the gate to the rear of Anning Road could be fitted with a lock and accessed by fobs to help control the situation.

Cllr Mrs M. Ellis said removing the shelter would be to the detriment of others who used it and did not cause trouble.

It was proposed by Cllr O. Lovell to leave the teen shelter in place but if one more complaint is made, it is removed without being referred back to the council.

This motion was not seconded.

It was proposed by Cllr J. Broom and seconded by Cllr Mrs C. Reynolds to defer removing the teen shelter at Anning Road playing field for six months while the situation is monitored.

This motion was not carried.

**RESOLVED:** to remove the teen shelter at Anning Road playing field.

**RESOLVED:** to investigate the possibility of installing CCTV at Anning Road playing field.

### **18/25/TMH – Candles on the Cobb Pavilion Toilets’ Refurbishment**

**RESOLVED:** to approve up to £6,000 plus VAT to refurbish the Candles on the Cobb Pavilion toilets.

### **18/26/TMH – Chalet 18 Monmouth Beach**

**RESOLVED:** to approve the drawings for the replacement of chalet 18 Monmouth Beach, provided the ridge is not higher than that of the previous chalet.

### **18/27/TMH – View Road Parking and Access Arrangements**

**RESOLVED:** not to pursue the request for residents’ parking in View Road.

### **18/76/C New Army Cadet Force for Lyme Regis**

Cllr Mrs C. Reynolds said since the report was drafted, The Hub could no longer accommodate the Army Cadet Force (ACF) because existing bookings couldn’t be changed. However, she said The Tunnel near Charmouth was able to accommodate the ACF and this had been agreed in principle by Colonel Richard Taylor, commandant of Dorset ACF.

Cllr Mrs C. Reynolds said the owner of The Tunnel also had a minibus, which he would allow to be used to transport people to the venue, if necessary. She said the owner had also agreed to hire out the venue at the same price as The Hub had agreed, £1,430 for the first year.

Cllr B. Larcombe asked if this payment would fall in line with the grants’ process in subsequent years, or in line with the anniversary of the initial agreement. He wished to make it clear if the council agreed to pay the charges, it was for exceptional reasons and it should not imply other organisations could approach the council for funding outside of the grants’ process.

Cllr Mrs C. Reynolds said the Dorset ACF had only requested for the first year’s charges to be paid, after which the ACF would take it on and could apply for a grant from the council if they wished.

Cllr Mrs C. Reynolds said interviews were being held on 22 September 2018 for volunteers to help run the ACF.

Cllr S. Williams was concerned the council gave The Hub a grant to benefit the youth of the town, but a youth organisation wasn’t able to use the venue. He asked if any of the existing bookings that could not be changed were commercial bookings.

Cllr Mrs C. Reynolds said the existing bookings were for youth organisations.

Proposed by Cllr G. Turner and seconded by Cllr J. Broom, members **RESOLVED** to agree to pay the first year’s hire charges of £1,430 for the use of The Tunnel to run weekly Army Cadet Force training.

Cllr Mrs M. Ellis did not vote as her daughter was being interviewed to be an ACF volunteer.

**18/77/C List of Payments**

Cllr D. Hallett raised queries on several payments, which were explained by officers.

Proposed by Cllr R. Doney and seconded by Cllr J. Broom, members **RESOLVED** to approve the schedule of payments for June 2018 for the sum of £128,287.68.

*The meeting closed at 8.32pm.*