

LYME REGIS TOWN COUNCIL

MINUTES OF THE MEETING HELD ON WEDNESDAY 31 OCTOBER 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. Miller, Cllr P. Ridley, Cllr J. Scowen, Cllr S. Williams

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

18/84/C Public Forum

Mr V. Turner

Mr Turner said as a well-established member of the community, he wanted to bring several matters of deep concern to the council's attention. He said following a frightening experience where his son found a packet of pink pills at the teen shelter at Anning Road playing field, Cllr Mrs C. Reynolds had accused him of planting the packet there. Mr Turner said this was said to his partner on the telephone and furthermore to two other councillors on the same evening in the council chamber, of which he had a signed statement confirming this. He said Cllr Reynolds denied these claims on social media and he understood this was said verbally to other members of the community. Mr Turner said Cllr Reynolds had tried to backpedal by sending a text message to his partner, claiming she had not spoken to her as a councillor, but as a family member. He said Cllr Reynolds' tone was not that of a family member and her response to the phone call was to call the police as a councillor to see if she had more success than he did. Mr Turner said concern had been growing in recent months about anti-social behaviour at the teen shelter and Cllr Reynolds had encouraged him to contact her when the behaviour was disturbing the community, which he did on one occasion by text message. He said Cllr Reynolds informed him she had dealt with the youngsters, that they were not that noisy, and perfectly reasonable when she spoke to them. He said Cllr Reynolds had also said the police agreed that talking to the young people and working out another way was the solution. Mr Turner said without prompting and by coincidence, the same young people informed him that Cllr Reynolds had a 'right go at them', told them to keep quiet, and to 'behave themselves', also using a mild expletive. Mr Turner said he had also heard Cllr Reynolds had used the derogatory 'n' word at a council meeting on 4 April 2018, now used in racist terms to describe black people. Having been trained by the fire service in equality and diversity, he said he would be struck off for using this term, whether it was meant in a positive or demeaning way. Mr Turner said he was concerned Cllr Reynolds, who was representing and working with people of all ages and ethnic origins in the community, was quick to make slanderous accusations and judgements without due thought, that she was offensive in speech, attempted to hide or deny the truth,

and was deceitful. Mr Turner said he would like his concerns to be investigated and for his statement to be taken as a formal complaint.

Mr P. Crossley

Mr Crossley said he ran a small business in Drake's Way, which, rather than going insolvent, he had to sell. He said this was due to the council's decision to allow the shelters to be used for a fossils, minerals and jewellery 'extravaganza' throughout the summer holidays, which was the busiest time for Lyme Regis traders. Mr Crossley said he had a small shop and spoke on behalf of many other business owners, including bigger shops on the high street. He asked why the decision was taken to allow this kind of trading in the shelters. He said the councillors were elected by the townspeople to protect the interests of the town's businesses and infrastructure but they were putting businesses at risk. He said it had forced him into closure. Mr Crossley said due to his wife's ill-health, his business was the only form of work she could do, and it suited them because he also suffered back problems. He said his business had been impacted by the council's decision to rent out the shelters to people with no overheads, keeping a captive audience on the seafront and not in the town. Mr Crossley said this situation had put him off voting in future elections, if he was still in the town, as losing the shop would also mean they couldn't keep their home. He said it was a ludicrous decision and blamed the council for making them business-less, jobless, and ultimately homeless.

Mr J. Sargent

Mr Sargent said he greatly appreciated having Anning Road playing field within reach of his home, and his grandchildren enjoyed using the facilities there. He said he was surprised that the reaction of the council to complaints about the teen shelter was to dismantle it. He asked what efforts were made to consult the teenage users or to provide other activities for them.

The mayor, Cllr Mrs M. Ellis said this issue had been discussed by the council several times and one councillor went to speak to the users. She said a decision was made by vote to remove the shelter.

Mr C. Boothroyd

Mr Boothroyd showed members a leaflet about a health event on 28 November 2018 and asked for the council's support. He said LymeForward was bringing to Lyme Regis a range of non-clinical support services representing mental, physical and social care from 35 organisations including statutory bodies and voluntary groups. Mr Boothroyd said their presence in Lyme Regis was extremely important because traditionally, many of these organisations had regarded Lyme Regis as being off the map and have had little impact and take-up in the town. He said making links with these people was crucial to Lyme residents in the future, it had taken a huge amount of effort to get them here and involved real commitment on their part. Mr Boothroyd said it was not an event that would be easily or soon repeated. He said poor public turnout would send a damning message to all those involved. He asked for help with publicity, from both the council and the members

as individuals, and he asked members to attend and introduce themselves to the organisations as councillors. Mr Boothroyd said there was a lot of emphasis on safer neighbourhoods at the moment and the importance of the community looking after itself was part of making a safer neighbourhood.

Cllr Mrs M. Ellis said the council could take some leaflets and advertise the event on its website.

Mr J. King

Mr King asked what the council was doing about policing issues in Lyme Regis. He said he had taken his grandson to Anning Road playing field during the day time in the summer and there was a very strong smell of drugs. He said he contacted the police and had no response. Mr King said this was not a good situation as Lyme Regis was a holiday town and lots of holidaymakers went to the playing field and park. He said the town needed some sort of policing or the situation would escalate.

The mayor, Cllr Mrs M. Ellis said she and the town clerk had met with the police before summer and officers were trying to arrange another meeting.

Cllr D. Turner – Dorset County Council (DCC)

Cllr D. Turner said the chief executive officer for the new Dorset Council was Matt Prosser. He said Mr Prosser had been replaced by Stuart Caundle, and Mr Caundle had been replaced as monitoring officer by Robert Firth. He said Debbie Ward, the chief executive officer of DCC, would be leaving at the end of November and Mike Harries was acting as chief executive of DCC until the unitary authority came into being, while also maintaining the health and economy directives. He said adverts for director roles had gone out and interviews would be held in November.

Cllr D. Turner said the works to Horn Bridge had been completed.

Cllr D. Turner – West Dorset District Council

Cllr D. Turner said WDDC had agreed to free parking in its Lyme Regis car parks on Sunday 11 November for the Pages of the Sea event, and this was one of the five days of free parking allowed per year.

With regards to local policing, Cllr D. Turner said he had contacted the police and crime commissioner and the acting deputy chief constable, who he had asked to come to Lyme Regis to talk about the local issues.

The mayor, Cllr Mrs M. Ellis said town council car parks would also be free on the day of Pages of the Sea and she accepted WDDC's offer on behalf of the town council.

18/85/C Questions from Councillors

Cllr J. Scowen

Cllr J. Scowen asked if Mr V. Turner's concerns raised in the public forum would be given due care and attention and would be properly aired. He said as nothing had been done about the use of racist language at a council meeting on 4 April 2018, he asked if Mr V. Turner's serious accusations would be buried in the same way.

Cllr B. Larcombe

Cllr B. Larcombe asked who wrote the letter which came from the mayor to all members. He asked why the letter used singular language instead of collective language. He asked why 'we' wasn't used. He asked if the mayor took stock of the fact she was also a member.

The mayor, Cllr Mrs M. Ellis said the letter had been written with the help of the town clerk to make sure everyone understood and respected the code of conduct. She said she wanted to write the letter to each member individually as she knew all their names and didn't want it to go out as a circular letter. She confirmed she also had a copy of the letter.

Cllr S. Williams and Cllr D. Hallett made statements regarding the mayor's letter but did not ask questions.

Cllr D. Hallett

Cllr D. Hallett asked why only committee chairmen had been invited to a meeting with the mayor the following day, and not all 14 councillors, especially as four of the chairmen had signed the original rescinding motion related to the teen shelter.

The mayor, Cllr Mrs M. Ellis said she would be talking to the chairmen about how meetings are chaired and if necessary, she would hold a meeting with all councillors.

Cllr J. Scowen

Cllr J. Scowen asked if there was any input from Cllr C. Reynolds on the letter from the mayor to all members.

The mayor, Cllr Mrs M. Ellis there had been no input from Cllr Mrs C. Reynolds.

18/86/C Apologies for Absence

Cllr S. Larcombe – work commitments

Cllr O. Lovell

Cllr Mrs C. Reynolds – recovering from an operation

Cllr G. Turner – coastguard training

18/87/C Disclosable Pecuniary Interests

Cllr R. Doney declared a pecuniary interest in minute number 18/52/SF, Review of Charges, specifically in relation to Bell Cliff advertising boards as the Town Mill Brewery, of which he is a director, had a board. He said he would not speak or vote on this matter.

The mayor, Cllr Mrs M. Ellis declared a pecuniary interest in agenda item 18, Woodmead Halls' lease as she was the caretaker and booking secretary of the Woodmead Halls. She said she would leave the meeting for this item and the meeting would be chaired by the deputy mayor, Cllr S. Miller, who would also need to sign the lease on the council's behalf.

18/88/C Dispensations

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

18/89/C To confirm the accuracy of the minutes of the Full Council meeting held on 19 September 2018

Proposed by Cllr B. Larcombe and seconded by Cllr J. Broom, the minutes of the Full Council meeting held on 19 September 2018 were **ADOPTED**.

18/90/C To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 10 October 2018

Proposed by Cllr J. Broom and seconded by Cllr P. Hicks, the minutes of the extraordinary Full Council meeting held on 10 October 2018 were **ADOPTED**.

18/91/C Matters arising from the minutes of the Full Council meeting held on 19 September 2018

Recording of meetings

Cllr D. Hallett asked if the recording of meetings would be discussed by a committee.

The mayor, Cllr Mrs M. Ellis said it would go to the Strategy and Finance Committee.

Staffing matters

In relation to minute number 18/25/HR and the removal of paid breaks to all employees, Cllr D. Hallett asked why a group of employees were in a café for someone's birthday during work-time and added that the gardeners were excluded. He asked if they would be working the time back.

The town clerk said he would find out more information and report back to members.

Town council website

Cllr B. Larcombe asked if there was any update on the work being done to improve the town council website.

The town clerk said there had been no material progress because of other issues within the office that had taken priority.

Bowling club car park

Cllr B. Larcombe said he and Cllr G. Turner had met with the representatives of the bowling club that morning regarding the car park lease and they would be reporting back to the working group.

The Hub

Following on from the Army Cadet Force (ACF) being unable to use The Hub, Cllr S. Williams said he was concerned a commercial café would be operated from The Hub and that Lyme Regis Development Trust was increasingly using the building, as it was intended for use by young people and funded by the town council on this basis.

The mayor, Cllr Mrs M. Ellis said an existing booking by a group for both adults and children had prevented the ACF from using The Hub. She said she understood the café would be run by young people, but she would check this.

18/92/C Matters arising from the minutes of the extraordinary Full Council meeting held on 10 October 2018

Cllr J. Broom said a meeting had taken place that day with John Stark and Crickmay Partnership to consider a revised works' programme and updates on this matter would be reported to the Town Management and Highways Committee.

18/93/C Update Report

Bowling club

Cllr S. Williams said he believed this matter could be resolved at this meeting.

Cllr B. Larcombe said the club had been offered three options, as agreed by the council, and the club would be sending a letter to the town clerk to confirm its preferred option.

18/94/C Mayor's Announcements

The mayor, Cllr Mrs M. Ellis reminded members to RSVP for the Remembrance parade.

18/95/C Planning Committee

Proposed by Cllr B. Larcombe and seconded by Cllr J. Broom, it was **RESOLVED** to receive the minutes of the Planning Committee held on 18 September and 16 October 2018.

18/96/C Human Resources Committee

Proposed by Cllr B. Larcombe and seconded by Cllr S. Williams, it was **RESOLVED** to receive the minutes of the Human Resources Committee held on 26 September 2018 and adopt the recommendations, as follows:

18/35/HR – Gardener, Six-Month Probation Review

RESOLVED: to extend the gardener's probation period for 3 months or until the results of an occupational health appointment can be discussed at this committee.

18/36/HR – Operations Supervisor/Lengthsman, Six-Month Probation Review

RESOLVED: to approve the operations supervisor/lengthsman's continued employment in that role.

18/37/HR – Individual Performance Recognition and Bonus Award Payments

RESOLVED: to send a letter, signed by the town clerk, to all staff to thank them for all their hard work during the season.

18/40/HR – Weed Spraying

RESOLVED: to continue to sanction weed spraying with glyphosate-based products as instructed, whilst looking into an alternative product coming into effect in 2022.

18/97/C Strategy and Finance Committee

Cllr R. Doney said there was a minor inaccuracy in the minutes regarding the church tower. He said officers had agreed at the meeting they would ask the church if they were aware of other sources of funding. He said this needed to be followed up quickly as it may give the council the opportunity to set aside funding in the 2019/20 budget.

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 24 October 2018 and adopt the recommendations, as follows:

18/46/SF – Annual Governance and Accountability Return and the external auditor’s certificate for the year ended 31 March 2018

RESOLVED: that the council approves and accepts the certified Annual Governance and Accountability Return and the external auditor’s certificate (Notice of Conclusion of Audit) for the year ended 2018.

18/48/SF – Statement of Internal Control, Risk Management Policy and Annual Risk Assessment

RESOLVED: that the council notes the statement of internal control and the observations detailed in paragraphs 12 to 46 of the report and approve the risk management policy, the standard annual risk assessment and draft risk register.

18/50/SF – Budget Performance, 1 April – 30 September 2018 and Full-Year Forecast

RESOLVED: that the following measures be taken to reduce the forecast budget deficit for 2018/19:

- Phase the delivery of replacement beach huts equally over the financial years 2018/19, 2019/20 and 2020/21.
- Set aside the £25k identified for concert bowl
- Set aside the £25k identified for gym equipment
- Set aside the £3k identified for boules in the gardens

18/51/SF – Draft Medium-Term Financial Plan

RESOLVED: that the timing and cost of previously agreed objectives for 2019/20 and beyond be approved subject to the following alterations and that the detailed 2019/20 budget be prepared for consideration by Strategy and Finance at its meeting on 28 November 2018 on this basis:

- Phase the delivery of replacement beach huts equally over the financial years 2018/19, 2019/20 and 2020/21
- Set aside the £25k identified for concert bowl
- Set aside the £25k identified for gym equipment
- Set aside the £3k identified for boules in the gardens

18/52/SF – Review of Charges

RESOLVED: to approve 2020 Cart Road beach hut hire charges as follows:

| | Rate 2020 |
|------------------------|------------------|
| January– Easter | £10 |
| Easter holiday | £45 |
| April – Spring holiday | £35 |
| Spring holiday | £50 |
| June | £45 |
| July - August | £120 |

| | |
|------------------------|-------|
| September | £45 |
| October | £25 |
| November - December | £16 |
| Christmas and New Year | £40 |
| Winter season | £155 |
| Summer season | £950 |
| Annual | £1500 |

RESOLVED: to increase alfresco licence charges to £130 per cover and £12 per single chair for 2019/20.

RESOLVED: to hold website advertising charges for 2019/20 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 hold bell cliff advertising charges to £110 inclusive of VAT for 2019/20.

RESOLVED: to amend Marine Parade Shelters' hire charges for 2020/21, as follows:

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

| Categories | 2020/21 |
|--|-------------|
| Lyme Regis DT7 postcodes | £15 per day |
| Within a 10-mile radius of the offices | £20 per day |

| | |
|---|-------------------------------------|
| Outside a 10-mile radius of the offices | £25 per day |
| National charities | £20 per hour |
| Not-for-profit community events and festivals hiring the shelters | At the discretion of the town clerk |

Other organisations

| Area | | Categories | 2020/21 |
|---|----------|----------------------------|--------------|
| Langmoor and Lister Room and Jubilee Pavilion | Per room | Commercial or private hire | £15 per hour |
| Market area | | Commercial or private hire | £125 per day |
| Performance area/ top of shelters | | Commercial or private hire | £175 per day |

RESOLVED: to hold amenities charges for 2019/20 at adult mini golf and putting, £3; child mini golf and putting, £1.50; table tennis, £1.50, and to keep the group discount at 33%.

RESOLVED: to hold wedding and civil marriage charges for 2020/21 as follows:

| | 2020/21 |
|------------------------|---------|
| Monday – Friday | £300 |
| Saturday | £400 |
| Sunday | £400 |

RESOLVED: to agree car park permit charges for 2019/20 as follows:

| | 2019/20 |
|------------------------------|---------|
| Residents | £175 |
| Non-residents | £325 |
| Holiday accommodation | £650 |

RESOLVED: to increase car parking charges for 2019/20 for the Monmouth Beach and Cabanya car parks, as follows:

| | 2019/20 (per hour) |
|-----------------------|--------------------|
| Cabanya | 1.40 |
| Monmouth Beach | 1.40 |

RESOLVED: to amend car parking charges for 2019/20 for the Woodmead car park, as follows:

| | |
|-----------------|----------------|
| Woodmead | 2019/20 |
| Per hour | 1.00 |
| 3-day ticket | 25.00 |
| Weekly ticket | 50.00 |

RESOLVED: to hold brochure advertising rates for 2019, 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 2019/20, 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 |

18/53/SF – Objective Setting

RESOLVED: to:

- Phase the delivery of replacement beach huts equally over the financial years 2018/19, 2019/20 and 2020/21.
- Set aside the £25k identified for concert bowl

- Set aside the £25k identified for gym equipment
- Set aside the £3k identified for boules in the gardens
- Increase the budget for roof repairs to the shelters to £400k
- Include a budget of £100k for office accommodation
- Include a budget of £10k for new seafront bin store(s)
- Further consider proposals for an additional council vehicle, measures to combat anti-social behaviour and the provision of drinking water taps on the seafront, a gent's seafront urinal, budget for looking at future uses of Strawberry Field and any other proposals which may be put forward within the next two weeks at the next meeting of this committee.

18/54/SF – Seafront Concession – Ice Cream Parlour Cart Road

RESOLVED: that the seafront ice cream parlour be let on a longer-term commercial lease when the current concession expires next year.

18/55/SF – Ambulance Report

RESOLVED: to send the suggested letter to the report to the Chief Executive of the South Western Ambulance Service NHS Trust and that all possible pressure should be applied to achieve improvements in local ambulance response times and to allow the fire brigade to support the response process.

18/98/C Tourism, Community and Publicity Committee

Cllr D. Hallett asked if the ACF would be meeting at the Tunnel as he understood this may not be possible due to there being live ammunition there.

The mayor, Cllr Mrs M. Ellis declared a personal interest as her daughter was an ACF volunteer. She said she believed it would be held at the Tunnel as the issues could be resolved to accommodate them.

Proposed by Cllr R. Doney and seconded by Cllr J. Broom, it was **RESOLVED** to receive the minutes of the Tourism, Community and Publicity Committee held on 10 October 2018 and adopt the recommendations, as follows:

18/43/TCP – Lyme Regis Guide 2019

Cllr B. Larcombe said there should be a bigger reduction in the number of guides and to make it available on the website as soon as possible.

RESOLVED: to approve using Carrier Direct for the printing of the 2019 town guide.

RESOLVED: to approve printing 20,000 copies of the 2019 Lyme Regis guide.

RESOLVED: to approve using Carrier Direct Marketing for the design, advertising sales service, and lead generation and fulfilment of the 2019 town guide.

RESOLVED: to use Take One Media for the promotion and fulfilment of the 2019 town guide to tourist information centres.

18/44/TCP – Working with Visit Dorset

RESOLVED: to approve working with Visit Dorset to jointly promote Lyme Regis during 2019 in the following ways:

- Two small feature adverts at a cost of up to £390
- Two e-newsletters at a cost of £300
- A social media campaign up to a budget amount of £4,880 with further discussion required on the timing of the campaign
- Printed adverts in Visit Dorset and Exploring West Dorset at £1,070

18/99/C Town Management and Highways Committee

Cllr J. Scowen asked if the council had the car parking information it had requested from WDDC.

Cllr J. Broom said WDDC had not provided this information and he would chase this up.

Proposed by Cllr J. Broom and seconded by Cllr R. Doney, it was **RESOLVED** to receive the minutes of the Town Management and Highways Committee held on 3 October 2018 and adopt the recommendations, as follows:

18/36/TMH CCTV Operational Requirement

RESOLVED: to proceed with the recommendations in the CCTV operational requirement report and to obtain three quotes for the purchase and installation of new and upgraded CCTV systems.

18/37/TMH – Jubilee Pavilion Glass Eye

RESOLVED: to infill the Jubilee Pavilion glass eye with concrete or similar.

18/38/TMH – Chalet 18 Monmouth Beach

RESOLVED: to inform the architect that plans approved by West Dorset District Council for the replacement of chalet 18 Monmouth Beach are not acceptable due to the increased ridge height, which must be reduced by 450mm.

18/39/TMH – Lyme in Bloom

RESOLVED: to support the idea of re-introducing Lyme in Bloom Awards in 2019, and to support, in principle, a three-year programme of gardening/planting in the Langmoor and Lister Gardens and across the town to bring them to competition standard with a view to entering the South West in Bloom Awards in three years, subject to approval of an appropriate budget.

The mayor, Cllr Mrs M. Ellis confirmed she had given contact details to the operations manager for Wimborne Town Council to seek advice on entering the competition.

18/40/TMH – A Request for Double Yellow Lines in Roman Road

RESOLVED: to support, in principle, the request to Dorset County Council to introduce double yellow lines in Roman Road and the corner of Springhill Gardens, subject to there being sufficient support from other properties in the area following consultation.

18/41/TMH – Cover Charges

RESOLVED: to obtain counsel's opinion on the dispute with The Old Boathouse, The Alcove, Largigi Thai Restaurant and Ocean View over cover charges.

18/100/C West Dorset District Council, Assets and Services Transfer

The town clerk said there had been a deterioration in what this and other councils in West Dorset had been offered by WDDC. He said the package worth £1.3million had now been reduced to £100,000.

The town clerk said the deal this council approved was no longer on the table, but an alternative deal had now been put forward, which he believed had little substance. He said a discussion had been held recently with WDDC officers about whether a deal could be done separately on the tourist information centre (TIC) but this had gone no further.

Cllr B. Larcombe said the council should not pursue the assets and services transfer any further. He said the council should not take on the TIC at any cost and look to take back the ground floor of Guildhall Cottage, currently occupied by the TIC, to use as council offices with better public access.

The town clerk advised members not to make any decisions about the future of the TIC as it should be down to WDDC or Dorset Council to determine its future. He said the lease had been held over for several years and would expire on 31 March 2019. He said if Dorset Council chose to operate the TIC for a further year, it would be of general benefit to the town and provide an income to the town council from the lease.

Cllr S. Miller agreed the assets and services transfer was no longer financially viable for the town council. However, he believed the council should be open to discussions on the potential transfer of zero value assets, such as Theatre Square and the skatepark.

The town clerk said some of these assets had been discussed for a long time, and he was concerned if Dorset Council was not ready to discuss these matters, there would be no progress and expectations would be raised. He suggested the town council waited until Dorset Council was established and then begin the process of thinking through its position.

Cllr J. Broom said the town council should give notice to WDDC to vacate the ground floor of Guildhall Cottage. He said this didn't necessarily mean there would no longer be a TIC as the town council could run the service itself.

Cllr S. Miller said although the extra space would be beneficial to the town council, it did not want to be complicit in any closure of the TIC or the redundancy of its staff.

The town clerk said by not renewing the lease, the town council would become party to any WDDC decision to close the service.

Cllr B. Larcombe said it would be incumbent on WDDC to find new premises for the TIC and he suggested the Jubilee Pavilion could be offered.

Cllr R. Doney said the council should wait and see what WDDC's intentions were regarding the TIC when the lease expired in March 2019, and he could not support the use of the Jubilee Pavilion for this service.

The town clerk advised members to look at the costs before considering the future use of any of its assets. As a compromise, he said he could go away and look at some form of enhanced reception service.

Proposed by Cllr B. Larcombe and seconded by Cllr P. Ridley, members **RESOLVED** not to pursue discussions with West Dorset District Council (WDDC) regarding the transfer of assets and services, not to renew the lease with WDDC for the ground floor of Guildhall Cottage currently used for the tourist information centre and to use the space as additional council offices, and if in March 2019 on expiry of the lease WDDC wishes to continue a tourist information service, the Jubilee Pavilion could be offered.

18/101/C Woodmead Halls' Lease

Cllr Mrs M. Ellis left the meeting at 8.50pm in line with her declaration of pecuniary interests.

The deputy mayor, Cllr S. Miller took the chair.

Cllr S. Williams was concerned the proposed lease did not incorporate land which had previously been 'promised' to the Woodmead Halls Management Committee (WHMC) for use by local organisations.

The town clerk said the proposed lease had been negotiated between the council's solicitor and WHMC's solicitor and had been agreed by both.

Cllr J. Scowen asked if the WHMC's chairman agreed with the proposed lease.

The town clerk said the WHMC's solicitor took instruction from the management committee.

Cllr J. Scowen said as the council's representative on the WHMC, he asked if a decision on the lease could be deferred until he had spoken to the management committee to get their view.

Cllr R. Doney said it was not necessary to defer a decision as the council could reasonably assume the WHMC's solicitor had been informed by the management committee. He added that if WHMC did not agree with the lease, they would not sign it.

The town clerk said there was nothing controversial in this lease; the council was granting more land to the Woodmead Halls and the lease was formalising existing arrangements.

Cllr J. Broom confirmed the chairman and secretary of the WHMC were aware of the proposed lease and had seen it.

It was proposed by Cllr S. Miller and seconded by Cllr R. Doney to approve the Woodmead Halls' lease.

This motion was not carried.

Several members agreed with the suggestion to defer the item until Cllr J. Scowen had had the opportunity to consult with the chairman of the WHMC. Cllr S. Williams said there was a meeting of the WHMC on 5 November 2018.

Proposed by Cllr S. Miller and seconded by Cllr J. Scowen, members **RESOLVED** to confirm with the Woodmead Halls' Management Committee it is satisfied the process to agree the Woodmead Halls' lease has been conducted satisfactorily, despite the council and the management committee instructing their respective solicitors to act on their behalf, that clarification is sought on the proposed lease, and for this information to be reported back to the Full Council.

Cllr Mrs M. Ellis returned to the meeting at 9.10pm.

18/102/C Boundary Agreement between Lyme Regis Town Council and The Bay Hotel Lyme Regis LLP

Cllr J. Broom said there was a typing error on the front of the agreement, which referred to the 'Hay' Hotel.

Cllr B. Larcombe said he hoped the agreement provided sufficiently clear definition to avoid a boundary dispute.

Proposed by Cllr J. Scowen and seconded by Cllr P. Ridley, members **RESOLVED** to approve a boundary agreement between Lyme Regis Town Council and The Bay Hotel Lyme Regis LLP relating to land at Langmoor Gardens and the Bay Hotel, Marine Parade, Lyme Regis, DT7 3JQ.

Cllr S. Williams said the area the Bay Hotel said it no longer wanted should be fenced off.

The town clerk said the agreement was based on the plans which had gone through committee, and which were agreed by the Full Council, and did not refer to any fencing.

Proposed by Cllr B. Larcombe and seconded by Cllr J. Broom, members **RESOLVED** to fence the boundary line between the town council's land at Langmoor Gardens and the Bay Hotel's land.

The meeting closed at 9.19pm.