

## LYME REGIS TOWN COUNCIL

### MINUTES OF THE FULL COUNCIL MEETING HELD ON WEDNESDAY 19 FEBRUARY 2020

#### **Present**

**Chairman:** The Mayor, Cllr B. Larcombe, MBE

**Councillors:** Cllr J. Broom, Cllr K. Ellis, Cllr C. Reynolds, Cllr D. Sarson, Cllr R. Smith, Cllr G. Stammers, Cllr G. Turner, Cllr S. Williams

**Officers:** M. Green (deputy town clerk) J. Wright (town clerk)

**Absent:** Cllr L. Howe

#### **19/151/C Public Forum**

##### **Diana Hunt**

Referred to dog fouling in the cemetery; especially in the early morning. She asked that more effort and greater resources be directed to preventing the problem; which had recently included dog excrement on a grave.

The mayor, Cllr B. Larcombe, gave an assurance that he was equally appalled by the recent dog fouling incident and outlined those measures which were either currently in progress or under consideration to try and address the problems.

##### **Robert Greenman**

Outlined the work of the United Beach Mission. He explained that the Mission had first come to Lyme Regis 50 years' ago and had been providing free, Christian-based activities for children ever since. He explained the benefits of their work for both children and parents and felt that the Mission was part of the 'offer' which made Lyme so attractive to visitors.

The mayor, Cllr B. Larcombe, explained the support which the council had already agreed to give to the Mission and thanked them for their valued work.

##### **K. Durham-Diggins**

Referred to the signs at the entrances to the town and highlighted the need for them to be update and to incorporate Lyme's 'plastic-free' status. She felt that this should form an important part of the town's 'branding' on all signage and online and elsewhere. She offered the help and assistance of Plastic Free Lyme Regis in working with the town council to achieve the best and most cost-effective results. She showed a mock-up of what the main town signs might look like.

The mayor, Cllr B. Larcombe, felt that this was a matter for the detailed consideration of the Town Management and Highways committee and suggested that the matter be considered at its next meeting.

The mayor then welcomed Cllr S. Williams to his first meeting of Full Council in his new capacity as deputy mayor.

**19/152/C Questions from Councillors**

There were none.

**19/153/C Apologies for Absence**

Cllr B. Bawden (prior engagement)  
Cllr R. Doney (prior engagement)  
Cllr M. Ellis (prior engagement)  
Cllr D. Ruffle (prior engagement)

**19/154/C Disclosable Pecuniary Interests**

There were none.

**19/155/C Dispensations**

The town clerk confirmed that he had received requests from and had granted all members present a written dispensation to enable them to speak and vote in respect of agenda item 13 (19/39/HR Members' Allowances) because, without such a dispensation, there would not be sufficient members to participate in this item of business.

**19/156/C To confirm the accuracy of the minutes of the Full Council meeting held on 8 January 2020**

Proposed by Cllr J. Broom and seconded by Cllr G. Turner, the minutes of the Full Council meeting held on 8 January 2020 were **ADOPTED**.

**19/157/C To confirm the accuracy of the minutes of the extraordinary Full Council meeting held on 4 February 2020**

Proposed by Cllr J. Broom and seconded by Cllr G. Stammers, the minutes of the Full Council meeting held on 4 February 2020 were **ADOPTED**.

**19/158/C Matters arising from the minutes of the Full Council meeting held on 8 January 2020**

In response to questions from Cllr S. Williams, the town clerk explained the arrangements which had been agreed with the bowls club in respect of both car parking and the clubhouse. The latter involved only a very modest increase in the rent payable.

The council's solicitors would now be prepared the new leases, but this would involve the documents being brought back to a future meeting of Full Council for approval prior to signing, as required by the council's standing orders.

**NOTED**

**19/159/C Matters arising from the minutes of the extraordinary Full Council meeting held on 4 February 2020**

The mayor, Cllr B. Larcombe, made reference to the terminology used in the report relating to grants to local organisations.

**NOTED**

**19/160/C Update Report**

There were no updates.

**19/161/C Mayor's Engagements and Meetings**

Members received the list of the mayor's engagements since the previous meeting of Full Council.

**NOTED**

**19/162/C Planning Committee**

Proposed by Cllr G. Turner and seconded by Cllr J. Broom, it was **RESOLVED** to receive the minutes of the Planning Committee held on 14 January 2020.

**19/163/C Human Resources Committee**

Proposed by Cllr B. Larcombe and seconded by Cllr D. Sarson, it was **RESOLVED** to receive the minutes of the Human Resources Committee held on 15 January 2020 and adopt the recommendations, as follows:

**19/38/HR – Health and Safety Audit – Audit and Policy**

**RESOLVED:** to note the annual health and safety audit with a score of 78% and to approve the revised health and safety policy.

**19/39/HR – Members' Allowances**

**RESOLVED:** to keep the members' allowance at the current level, pending a further review by Dorset Council's Remuneration Panel in late-2020.

**19/40/HR – Environment Training**

**RESOLVED:** the operations manager undertakes an IEMA foundation certificate in environmental management.

### **19/41/HR – Finance Manager Recruitment**

**RESOLVED:** that Cllrs B. Larcombe, J. Broom and M. Ellis sit on the interview panel for the recruitment of a finance manager.

**RESOLVED:** to approve the finance manager recruitment timetable, and to approve the job description and person specification.

### **19/42/HR – Postholder 204, Six-Month Probation Report**

**RESOLVED:** to approve postholder 204's continued employment with the council.

### **19/164/C Strategy and Finance Committee**

Proposed by Cllr B. Larcombe and seconded by Cllr D. Ruffle, it was **RESOLVED** to receive the minutes of the Strategy and Finance Committee held on 5 February 2020 and adopt the recommendations, as follows:

#### **19/91/SF – Service Level Agreement with Woodmead Halls' Management Committee**

**RESOLVED:** to approve a five-year service level agreement with Woodmead Halls' Management Committee to allow the public to use its toilets at the front of the building, the agreement starts on 1 April 2020 and the initial annual payment is £9,940, which is uplifted annually by the retail price index.

#### **19/92/SF – Progress Report Climate and Environmental Emergency Declaration**

**RESOLVED:** to instruct the town clerk to obtain costs for a consultant to undertake an environmental audit of the council's activities and to define carbon-neutrality, and report back to the Strategy and Finance Committee.

#### **19/93/SF – Dorset Council's Review of Voluntary Community Sector Grants**

**RESOLVED:** to delegate to the town clerk to respond to Dorset Council's consultation on the review of voluntary community sector grants in consultation with Cllrs B. Larcombe and B. Bawden.

#### **19/94/SF – List of Payments**

**RESOLVED:** to approve the schedule of payments for May, June, July, August and September 2019 for the sums of £277,882.81, £147,760.23, £211,920.05, £154,135.01 and £175,470.59, respectively.

### **19/165/C Tourism, Community and Publicity Committee**

It was noted the meeting scheduled for 29 January 2020 was cancelled.

## **19/166/C Town Management and Highways Committee**

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 29 January 2020 and adopt the recommendations, as follows:

### **19/68/TMH – Trees on Anning Road Playing Field**

**RESOLVED:** to plant six cherry trees along the fence line in Anning Road playing field.

### **19/69/TMH – Lighting in Haye Lane**

**RESOLVED:** to support a request from local residents to Dorset Council for improved street lighting in the area around the ‘top’ end of Haye Lane, to request that Dorset Council reviews its general policy not to install additional street lighting, and to seek Cllr D. Turner’s support in this request.

### **19/70/TMH – Park and Ride 2020**

**RESOLVED:** to approve the appointment of First Group as the operator for the 2020 Lyme Regis park and ride, to the same timetable and frequency as in previous years and incorporating the fare tariff set out below:

- Adult single - £2
- Adult return - £3.50
- Child single - £1.50
- Child return - £2.50
- Group (up to 5 people) - £7.50
- Concessionary passes accepted

**RESOLVED:** to approve the operation of the 2020 Lyme Regis park and ride on the following dates:

- 4 April to 19 April inclusive (every day, including weekdays) to cover Easter and school half-term
- 2 and 3 May to cover Fossil Festival
- 8 to 10 May inclusive (each of 3 days) to cover bank holiday + VE day commemorations
- 23 May to 31 May inclusive (every day, including weekdays) to cover school half term
- All June and July weekends from 6/7 June to 11/12 July inclusive.
- 18 July to 4 September inclusive, i.e., the entire school holiday period (every day, including weekdays).
- Weekend of 5 and 6 September to cover Food Rocks.

### **19/71/TMH – Anti-Social Behaviour**

**RESOLVED:** to raise concerns about anti-social behaviour on the seafront late at night with the police and crime commissioner and Dorset Council as the licensing authority, and with the permission of people who have written to the council about this issue, also forward their letters.

#### **19/72/TMH – Electric Vehicle Charging Points**

**RESOLVED:** to select Pod Point to install four electric vehicle charging points in the car parks; two at Woodmead and two at Monmouth Beach.

#### **19/75/TMH – Seasonal Concessions**

**RESOLVED:** to award the deckchairs' concession for 2020-2022 to Henry Herbert at the tender amount offered.

**RESOLVED:** to award the trampolines (or similar) concession for 2020-2022 to Henry Herbert at the tender amount offered.

**RESOLVED:** to award the children's games and activities concession for 2020-2022 to United Beach Missions at no cost.

#### **19/167/C Request to Change Purpose of Grant**

The town clerk introduced the report and explained the matter had previously been considered on 29 November. At that time, members had requested further information, which the Pantomime Society had now provided, and which was set out in the appendix to the report.

Members were generally supportive of the principle of changing the purpose of the previously approved grant given the particular and exceptional circumstances involved.

The Society was also requested to confirm precisely how the grant had been spent in due course.

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, members **RESOLVED** to agree to the requested reallocation of the minor grant to the Lyme Regis Pantomime Society in the sum of £999 for a purpose other than that set out in their original grant application.

#### **19/168/C Grant Payment Deferral**

The town clerk referred members to the appendix to the report which explained the reasons for the requested deferral of the payment of grant to the Uplyme Community Sponsorship Group.

Members were unanimously of the view that the request was reasonable and should be supported.

Proposed by Cllr G. Stammers and seconded by Cllr D. Ruffle, members **RESOLVED** to support the requested deferral of the grant to Uplyme Community Sponsorship Group in the sum of £750 from 2019/20 to 2020/21.

**19/169/C List of Payments**

Members thanked the finance team for their ongoing hard work and efforts to catch up the backlog of finance-related work.

Proposed by Cllr J. Broom and seconded by Cllr G. Turner, members **RESOLVED** to approve the lists of payments for October, November and December 2019, together with January 2020 in the sums of £212,448.82, £180,057.30, £132,078.11 and £159,056.15 respectively.

*The meeting closed at 7.42pm.*