

**LYME REGIS TOWN COUNCIL**

**STRATEGY AND FINANCE COMMITTEE**

**MINUTES OF THE MEETING HELD ON WEDNESDAY 5 FEBRUARY 2020**

**Present**

**Chairman:** Cllr B. Larcombe MBE

**Councillors:** Cllr B. Bawden, Cllr J. Broom, Cllr R. Doney, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr G. Stammers, Cllr G. Turner

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

**Absent:** Cllr L. Howe

**19/82/SF Public Forum**

There were no members of the public who wished to speak.

**19/83/SF Apologies for Absence**

Cllr K. Ellis – illness

Cllr M. Ellis – another commitment

Cllr R. Smith

Cllr S. Williams – holiday

**19/84/SF Minutes**

Proposed by Cllr J. Broom and seconded by Cllr G. Turner, the minutes of the extraordinary meeting held on 17 December 2019 were **ADOPTED**.

Under minute number 19/70/SF, it was noted Cllr M. Ellis's interest should be 'pecuniary', and not 'non-pecuniary' as minuted.

Proposed by Cllr J. Broom and seconded by Cllr G. Turner, the minutes of the meeting held on 18 December 2019 were **ADOPTED**.

**19/85/SF Disclosable Pecuniary Interests**

Cllr J. Broom declared a non-pecuniary interest in agenda item 10, Service Level Agreement with Woodmead Halls' Management Committee as he was a member of the committee.

Cllr D. Sarson declared a non-pecuniary interest in agenda item 10, Service Level Agreement with Woodmead Halls' Management Committee as he was the council's representative on the committee, and also agenda item 6, matters arising, as he was a member of the bowling club.

**19/86/SF      Dispensations**

There were none.

**19/87/SF      Matters arising from the minutes of the extraordinary Strategy and Finance Committee meeting held on 17 December 2019**

**Monmouth Beach**

Cllr B. Larcombe asked that formal thanks were conveyed to Dr K. Buchan of Dorset Council (DC) for dealing with the issues at Monmouth Beach so quickly and for a job well done.

**Bowling club**

The town clerk confirmed he would be meeting with bowling club representatives on 7 February 2020 to start the process of agreeing the car park lease and to discuss the lease for the clubhouse and green, which had been held over since December 2019.

**19/88/SF      Matters arising from the minutes of the Strategy and Finance Committee meeting held on 18 December 2019**

**Powerboat club**

The town clerk said agreement had not been reached between the two valuers about the rent.

**19/89/SF      Update Report**

Cllr B. Larcombe asked when the meeting about the proposed Dorset National Park would be and what the council's input would be.

The town clerk said a date had not been set but the manager of LymeForward had been asked to arrange this. He confirmed there would be speakers both for and against and it would be an early evening meeting.

Cllr B. Larcombe confirmed the council hadn't formally agreed its position on the proposal and no formal process requesting comments had taken place yet.

Cllr J. Broom asked if an area for the national park had been defined or if this had been specified in the Glover Report.

The town clerk said he would review the report and feed back to members.

**Legal proceedings**

Proposed by Cllr B. Larcombe and seconded by Cllr D. Sarson, 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 matters relating to legal proceedings 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.

**19/90/SF Finance Progress Review**

The town clerk said he was pleased with the progress the finance team had made. He said officers knew how much money was in the bank and were keeping track of the budget but trying to do reconciliations on payments made several months ago was time-consuming.

The town clerk said weekly finance meetings were taking place to review progress against the self-agreed objectives.

The town clerk said officers intended to review the coding structure in 2020/21.

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

The town clerk said there had been several complaints about the toilets, which the operations manager had followed up on, but overall, officers were satisfied with the service provided.

It was noted that if members of the public found any issues with the toilets, they should be reported to the Woodmead Halls' Management Committee, rather than the council.

Proposed by Cllr B. Larcombe and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** 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**

Cllr B. Bawden gave a summary of what had been achieved in the six months since the council had declared a climate and environmental emergency, both by the council and the One Planet Working Group (OPWG). She highlighted forthcoming events, including the Totally Locally Campaign at the end of February and a public information workshop on energy efficiency.

Cllr B. Bawden said she had discussed with the town clerk about how best to move this forward and the council's relationship with OPWG.

The town clerk said the council may wish to consider the respective roles of the council and OPWG and pull out some of the initiatives which could realistically be achieved. He also recommended an environmental audit of the council to understand what carbon neutrality meant to the organisation and to identify a goal to work towards.

Cllr B. Bawden said she had been trying to find a method of measuring the carbon footprint but had so far found only a simplistic measure which applied population to the average carbon usage. She said this was not practical in Lyme Regis because the population increased so much in the peak season.

The town clerk said a matrix for measuring the carbon footprint had been provided by Low Carbon Dorset and this could perhaps be used as a starting point by a consultant employed to carry out an environmental audit.

Proposed by Cllr B. Larcombe and seconded by Cllr D. Sarson, members agreed to **RECOMMEND TO FULL COUNCIL** 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**

The town clerk said the council needed to be mindful of the possibility of an overall reduction in grants, the current uneven distribution of voluntary community sector funding across the county, and the possibility of DC re-distributing money away from west Dorset organisations.

The town clerk said the council should respond to the consultation and members should also be encouraged to respond as individuals. He said a letter representing the council's views would be drafted alongside the council's response and sent to DC, and this would be circulated to members for information.

The town clerk said he and the mayor would be meeting with representatives from the affected local organisations to discuss how to get the best for Lyme Regis.

Proposed by Cllr B. Larcombe and seconded by Cllr B. Bawden, members agreed to **RECOMMEND TO FULL COUNCIL** 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**

Proposed by Cllr J. Broom and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** 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.

#### **19/95/SF Debtor's Report**

##### **a) Update Report**

##### **Legal proceedings**

The town clerk said a court date had been set in April and the council's position remained positive.

*The meeting closed at 8.14pm.*