



John Wright
Town Clerk

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Strategy and Finance Committee

Notice is given of a meeting of the Strategy and Finance Committee to be held at the Council Offices, St Michael's Business Centre, Church Street, Lyme Regis on Wednesday 6 May 2026 commencing **on the rise of the extraordinary Full Council** when the following business is proposed to be transacted:

John Wright
Town Clerk
30.04.26

The open and transparent proceedings of Full Council and committee meetings will be audio recorded and recordings will be held for one year by the town council.

If members of the public make a representation to the meeting, they will be deemed to have consented to being audio recorded.

If members of the public have any queries regarding audio recording of meetings, please contact the town clerk.

Members are reminded that in reaching decisions they should take into consideration the town council's decision to declare a climate emergency and ambition to become carbon neutral by 2030 and beyond.

AGENDA

1. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda
Individuals will be permitted a maximum of three minutes each to address the committee

2. Apologies

To receive and record apologies and reasons for absence

3. Minutes

To confirm the accuracy of the minutes of the Strategy and Finance Committee meeting held on 18 March 2026

4. Disclosable Pecuniary Interests

Members are reminded that if they have a disclosable pecuniary interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting and to do so would amount to a criminal offence. Similarly, if you are or become aware of a disclosable pecuniary interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days.

5. Dispensations

To note the grant of dispensations made by the town clerk in relation to the business of this meeting

6. Matters arising from the minutes of the Strategy and Finance Committee meeting held on 18 March 2026

To update members on matters arising from the meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the meeting.

7. Update Report

To update members on issues previously reported to this committee

8. Strategy and Finance Objectives

To allow members to consider the committee's objectives for 2025-26

9. Renewal of Insurance Provision for 2026-2028

To allow members to review the current insurance provision and to agree the renewal of insurance from 1 April 2026 to March 2028

10. Breaches of Financial Regulations

To inform members of breaches in Financial Regulations from 1 April 2025 to 31 December 2026.

11. Request from Cobb Traders – Autumn/Winter Parking Scheme

To present a request from the Cobb traders for discounted autumn/winter parking

12. Potential Fire Station Closures' Consultation

To gauge opinion about the closure of fire stations and to delegate the consultation response to Dorset & Wiltshire Fire and Rescue Authority to the town clerk in consultation with the three members identified by this committee

13. Civic Reception

To allow members to approve unbudgeted expenditure of £600 for a civic reception for the RNLI on 2 May 2026

14. Investments and Cash Holdings

To inform members of the council's current reserve position

15. List of Payments

To inform members of the payments made in the month of March 2026

16. Strawberry Fields Budget for Valuation and Appraisal Work

To request permission to use an existing and approved budget relating to Strawberry Fields for an associated but slightly different purpose than originally intended

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

17. Cyber Security Training

To inform members of importance of cyber security training completion and the associated risks to the council

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

18. Debtors' Report

To inform members of outstanding debts and the steps being taken to recover them

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

19. Debt Written off Between 1 April 2025 and 31 March 2026

To inform members of debt written off between from 1 April 2025 and 31 March 2026

That in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public be temporarily excluded while members consider this item in accordance with the Public Bodies (Admission to Meetings) Act 1960

20. Exempt Business

To move 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 in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any 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.

- a) **Agenda item 16 – Strawberry Fields Budget for Valuation and Appraisal Work**
- b) **Agenda item 17 – Cyber Security Training**
- c) **Agenda item 18 – Debtors' Report**
- d) **Agenda item 19 – Debt Written off Between 1 April 2025 and 31 March 2026**

LYME REGIS TOWN COUNCIL

STRATEGY AND FINANCE COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 18 MARCH 2026

Present

Chairman: Cllr P. May

Councillors: Cllr C. Aldridge, Cllr G. Caddy, Cllr S. Cockerell, Cllr P. Evans, Cllr M. Ellis, Cllr N. Hampton-Rumbold, Cllr S. Larcombe, Cllr G. Stammers, Cllr G. Turner, Cllr A. Wood

Officers: C. Austin (communications officer) M. Green (deputy town clerk)

25/52/SF

Public Forum

T. Mayers

T. Mayers spoke in relation to agenda item 9, Request from Cobb Traders – Parking Concessions, Free Parking Days and Autumn/Winter Parking Scheme. He said several businesses had stated that footfall had been down for the past couple of winters and this concern was now supported by the feedback gained from the Cobb Traders social media consultation with over 500 comments. He said it was clear from the hundreds of responses that many people were either visiting the town less frequently or staying for shorter periods of time. He said a common concern raised was the parking is cheaper in other nearby locations, particularly during the winter off-peak months. He said the Cobb Traders were very disappointed by the decision to extend winter parking charges from 6pm to 9pm in Monmouth Beach car park. They had reviewed other coastal towns in the area and they had struggled to find any that apply similar evening charges. He said Dorset Council had recently reversed its plans to introduce evening parking charges across its car parks. He said the town had to remain competitive to continue to attract visitors, particularly outside of the summer period, and that the town council couldn't be complacent and assume people would come irrespective of the price hikes in parking. He said East Devon offered a 50% winter discount and Swanage Town Council charged just £2 all day in their car parks during the off-peak months. He believed offering a similar discount in line with East Devon or Swanage would be an incentive for people to visit outside of the peak times and bring considerable benefits to the local economy. He said there was also a strong case to suggest that reduced parking charges may increase overall usage of the car parks, discourage parking on residential streets and encourage visitors to stay longer and increase revenue for Lyme Regis. He said the Cobb Traders had previously requested parking data to build a robust business case but the information provided limited to the total revenue figures did not allow for meaningful analysis of key metrics

such as transaction volumes, average spend per visit, or occupancy rates. He said the Cobb Traders assumed data had been used to model the potential revenue impacts put forward on this agenda and the group would welcome the opportunity to review the data. He encouraged the council to introduce a winter parking discount, which could be introduced for a trial period of only a few months. He said it could take the form of a daily rate, as in line with Swanage, or a percentage discount as in line with East Devon. He also requested on behalf of Cobb Traders that the parking benefits available to Lyme Regis residents were extended to those business owners who traded in Lyme Regis but reside outside of the boundary area. He said the Cobb Traders were pleased to hear the council was now allowing free parking on the Saturday of the Big Christmas Weekend and said the traders would also welcome this being extended to the Sunday in all town council car parks. He said it was a great opportunity for the council to show the council does support local businesses.

G. Symonds

G. Symonds spoke on the same agenda item. He said car parking charges in Lyme Regis could affect the entire economy of the town. He said charging for car parking in the evening, especially in the winter months would mean that Lyme Regis has some of the most expensive car parking in the country. He said not many people visited in the evenings, and that car parking should not be seen as a cash cow. He said the town council used Swanage Town Council as the benchmark for other decisions, but he felt this time the council had ignored Swanage and decided to have a different charging structure. He said soon people would start parking in other places where they didn't have to pay. He questioned the different figures in reports on this agenda; item 20 stated there would be a projected loss of income of £236,361 across both Woodmead and Monmouth Beach car parks, but he said this was incorrect because that figure was the entire takings of those car parks over a period of time and he wanted to challenge the council on the reported figures.

N. Ball

N. Ball said his son had sent five emails to five councillors, and only two had replied. He said even if councillors couldn't always answer questions, it would be courtesy for the council to engage with the public. His son was very interested in the town and what happens within the council chamber, and as the council wanted people to be interested in what it does, responding would be a good way to engage. He also spoke in relation to agenda item 9 and said the council needed to help businesses. He said the cost of living was going up, the cost of fuel was rising, and that the town was in for a difficult season. He referred to a previous comment that the town council had no statutory responsibility to help businesses and that businesses in the town paid business rates to Dorset Council, which was the case, but it was still a negative attitude. He recalled the last time the Cobb Traders had challenged the council over concessions in the gardens and that the council had squashed that idea to help local businesses, but it had now overcharged for outside seating. He said nobody was talking to each other and trust needed to be regained between the parishioners, the traders, and Dorset Council. He said people were getting fed up in the town with too much power from council officers and not enough discussion between councillors and the public. He felt the council was not going about the situation in the right way.

Referring to the list of payments, he queried why business rates were being paid on the Guildhall.

R. De-Voisey

R. De-Voisey supported those who had already spoken and confirmed a survey on Facebook about parking was a true reflection of what she heard in her shop on a day-to-day basis. She was concerned about claims some of the comments on social media were false and said she heard these kinds of comments she was hearing herself in her business, from hundreds of people. She urged the council to read all the comments if they had not done so already.

A. Ball (read out by an officer)

A. Ball expressed support for the three parking requests put forward by the Cobb Traders. He said extending the parking concessions to businesses with a registered trading address in Lyme Regis would provide meaningful support to the local business community, particularly during the quieter trading periods. He said many local traders relied on regular access to the town for operational needs, and enabling fair access to parking helped to strengthen the viability of local. He said the proposal for an additional free parking day on Sunday 13 December in support of the Big Christmas Weekend was also a positive initiative as events such as these relied on strong physical visitor turnout. Removing the barrier of parking charges could encourage greater attendance and increased footfall, helping to create a vibrant and successful event. He said the introduction of a discounted autumn and winter parking charge of £2 per day was a sensible and pragmatic approach during the off-peak season. He said during the off-peak months, parking demand was lower, and many spaces would otherwise remain unused, therefore if the council offered a lower daily rate, it was unlikely to represent a significant loss of income to the council. He said it had the potential to attract additional visitors and encourage longer stays in the town, by supporting local businesses at a time when trade was slower. He said many of those who would benefit from these concessions were likely to be parking during quieter periods and in spaces that might otherwise remain empty. He said in those circumstances, the reduced rate or concession did not necessarily replace existing revenue, it helped make productive use of parking capacity that would otherwise generate no income at all. He referred to a previous comment that the town council has no statutory responsibility to support local businesses and received no financial support to do so and said while this was correct in a legal sense, it reflected a short sighted and self-interested view of the council's role within the community. He said local businesses were not separate from the town, they were a fundamental part of its identity, economy and daily life. He said they created employment, attracted visitors and maintained the vitality of the high street and contributed a significant amount to the overall prosperity and appeal of Lyme Regis. He said a thriving business community benefited residents, visitors and the council itself and for that reason, the question should not be whether the council had a statutory obligation to support local businesses, but whether the council had a broader civic responsibility to act in ways that encouraged the town to thrive. He said the measures proposed by the Cobb Traders were modest, practical steps that foster success without placing a significant financial burden on the council. He said the proposals represented a constructive and

common-sense approach to supporting local businesses, encouraging visitors during quiet months and strengthening the local economy, while making effective use of available parking spaces. He said the requests put forward by Cobb Traders deserved serious consideration and support.

25/53/SF Apologies for Absence

Cllr M. Denney – illness
Cllr D. Holland – prior commitment
Cllr C. Reynolds – illness

25/54/SF Minutes

It was noted Cllr C. Aldridge had given her apologies for the meeting and was not absent without apology.

Proposed by Cllr G. Turner and seconded by Cllr G. Stammers, the minutes of the meeting held on 4 February 2026, with the above amendment, were **ADOPTED**.

25/55/SF Disclosable Pecuniary Interests

There were none.

25/56/SF Dispensations

There were none.

25/57/SF Matters arising from the minutes of the Strategy and Finance Committee meeting held on 4 February 2026.

Beach replenishment

The deputy town clerk said Dorset Council (DC) had started the beach replenishment works and it was currently operating to programme.

There was some concern about the fencing remaining in place after the works were completed, as this closed off the beach to the public. The deputy town clerk said it was expected to be taken down within a couple of days of the work completing but it was agreed he would raise the concerns with DC and request it was taken down before the coming weekend.

25/58/SF Update Report

There was no update report.

25/59/SF Request from Cobb Traders – Parking Concessions, Free Parking Days and Autumn/Winter Parking Scheme

The chairman brought this item forward on the agenda.

Members discussed the request for businesses with a trading address in Lyme Regis to have a concessionary permit and noted there was already a non-residents' parking permit, which would be available to businesses and their employees at a discounted rate.

It was also noted DC offered a permit for two of its Lyme Regis car parks, which was cheaper still.

It was noted Monmouth Beach car park was classed as the short stay car park and Woodmead as the long stay car park, which is why the permits had historically been issued for Woodmead car park only. At Monmouth Beach car park, spaces went so quickly so it remained a short stay car park because of the turnover of people wanting to park.

The deputy town clerk suggested the non-residents' permit should be publicised more, because it did not seem that people were aware of the permit or who could benefit from it, although it was noted they were already advertised on the council website.

Proposed by Cllr M. Ellis and seconded by Cllr N. Hampton-Rumbold, members agreed to **RECOMMEND TO FULL COUNCIL** not to make any changes to the current parking permits.

Members discussed the request to provide an additional free parking day in town council-owned car parks on Sunday 13 December to support the Big Christmas Weekend in Lyme Regis.

It was clarified that DC was not offering free parking on the Sunday, so the town council would be offering something more than DC. It was suggested if the council was encouraging people to stay and park for longer, it would be better for visitors to park in the long-stay Woodmead car park.

Members noted there would be less impact on the council's income if the free parking was restricted to Woodmead car park.

Proposed by Cllr A. Wood and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to offer an additional free parking day in town Woodmead car park only on Sunday 13 December to support the Big Christmas Weekend in Lyme Regis.

Members discussed the request for a discounted autumn/winter parking charge of £2 per day in town council-owned car parks.

Referring to earlier references to Swanage Town Council and East Devon District Council, the deputy town clerk said their business model was very different to this council as they received roughly 50% of their total income from the precept and a much smaller percentage of their overall income from car parking. He said car parking was the single largest source of income for this council and anything that affected the car parking income was potentially a much greater risk. He said it was very difficult to

predict the outcome and that a reduction in car parking charges could entice more people to visit the town if it was combined with additional marketing and promotion at further cost.

A member asked if there was any data from other councils that supported more trade and footfall after introducing a concessionary rate.

The deputy town clerk stressed that the impact of parking charge changes was difficult to predict and what had worked for other towns may or may not work for Lyme Regis.

Members discussed the potential impact on income and noted the council's finances had recently come under scrutiny; any loss of income and potential impact on future budgets would need to be justified if it affected what the council could deliver for the town.

Members were reminded the 2026-27 budget had already been agreed and if changes were made now, the council would go straight into deficit. It was suggested it would be more appropriate to consider requests like this as part of the budget-setting process for the following year.

Members agreed it would be unpopular with residents if the council had to increase the precept to cover the shortfall on parking charges.

Members discussed the price suggestions for a blanket autumn/winter parking charge and the impact that could potentially have on the council and the town.

Members said residents already benefitted from the concessionary permit that allows free winter parking in town council-owned car parks and therefore only visitors and businesses would benefit from the blanket autumn/winter parking charge. They said although the council wanted to support local businesses, it needed to look at the bigger picture and agreeing to this request without a fully thought-out business plan and more data could bring a great risk. They asked to see weekly income figures from each car park instead of figures based on a period of a few months.

Proposed by Cllr P. Evans and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to defer the decision to offer a discounted autumn/winter parking charge of £2 per day in town council-owned car parks to a future meeting of the Strategy and Finance Committee and for officers to provide further data on car parking income and variations, and comparisons to other towns in order to make an informed decision.

25/60/SF Strategy and Finance Committee - Objectives

Members noted the report.

25/61/SF Budget Performance, 1 April – 28 February 2026

Members noted the report.

25/62/SF Investments and Cash Holdings

Members noted the cash position at the end of February 2026,

25/63/SF List of Payments

Proposed by Cllr N. Hampton-Rumbold and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the schedule of payments in January and February 2026 for the sums of £217,790,10 and £348,865.07, respectively.

25/64/SF Debtors

Proposed by Cllr G. Stammers and seconded by Cllr P. May, 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 relating to the financial or business affairs of any 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.

25/65/SF Exempt Business

a) Debtors' Report

Members were concerned about the debt relating to the accreted land, noting that the longer the situation carried on, the debt owed to the council would increase.

The meeting closed at 8.23pm.

Committee: Strategy and Finance

Date: 6 May 2026

Title: Matters arising from the minutes of the Strategy and Finance Committee meeting held on 18 March 2026

Purpose of the Report

To update members on matters arising from the meeting that are not dealt with elsewhere on this agenda and to allow members to seek further information on issues raised within the minutes of the meeting.

Recommendation

Members note the report and raise any other issues on the minutes of the meeting that they require further information on.

Report

25/59/SF – Request from Cobb Traders – Parking Concessions, Free Parking Days and Autumn/Winter Parking Scheme

The council's decision to allow free parking in Woodmead car park on Sunday 13 December 2026 to support the Big Christmas Weekend has been confirmed to the Cobb Traders.

In addition, the Tourism, Community and Publicity Committee agreed to request free parking in all Dorset Council-owned car parks and in Woodmead car park on Saturday 12 December 2026, to support the same event. Dorset Council has agreed to this date and the Cobb Traders have also been informed of this.

Publicity has been arranged for all the free parking dates.

John Wright
Town clerk
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Update Report

Purpose of Report

To update members on issues previously reported to this committee

Recommendation

Members note the report

Report

Beach replenishment

There remain some issues following further storm damage but it is not anticipated that any further work will be undertaken this season, although officers are double checking this with Dorset Council.

There is nothing this council can do to address the current step in the beach.

We have not yet been invoiced for our agreed contribution of £15k.

John Wright
Town clerk
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Strategy and Finance Committee – Objectives

Purpose

To allow members to review progress of the committee's 2025-26 objectives

Recommendation

Members note the report

Background

1. During the 2025-26 budget-setting process, objectives were agreed for the year and a budget estimate identified against each project.
2. At the Full Council meeting on 3 April 2025, the objectives were formally assigned to committees.

Report

3. Members can review progress on the objectives at each meeting.
4. This committee's 2025-26 objectives, along with the allocated budget, completion date and lead officer, are at **appendix 8A**. Updates are highlighted in yellow.
5. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

John Wright
Town clerk
April 2026

APPENDIX 8A

<p>To achieve an unqualified external auditor's letter</p>	<p>JW/NC</p>	<p>S&F</p>	<p>September 2025</p>	<p>The deadline for the external auditor's response is 30 September 2025. The council will have a good understanding of the likelihood of achieving an unqualified external auditor's letter following the final internal auditor's report and the submission of the annual governance and accountability return (AGAR) to the Full Council in June 2025.</p> <p>The AGAR was approved at an extraordinary Full Council meeting on 18 June 2025 and was submitted to the external auditor on 27 June 2025.</p> <p>An unqualified external audit was received on 23 September 2025.</p>
<p>To comply with standing orders and financial regulations</p>	<p>JW</p>	<p>S&F</p>	<p>March 2026</p>	<p>This is an ongoing objective throughout the year.</p> <p>Standing orders were reviewed and approved by the Full Council on 28 May 2025. Financial regulations will be reviewed at the Full Council meeting on 6 August 2025.</p> <p>The review of financial regulations has been deferred to the Full Council meeting on 17 December 2025.</p> <p>The review of financial regulations has been deferred to the Full Council meeting on 1 April 2026.</p> <p>The financial regulations were reviewed and approved at the Full Council meeting on 1 April 2026.</p>
<p>To implement all internal audit recommendations</p>	<p>JW/NC</p>	<p>S&F</p>	<p>March 2026</p>	<p>This is an ongoing objective throughout the year. Internal audit reports are usually considered in quarters three and four.</p> <p>The internal auditor's report following visit one of 2025-26 is elsewhere on this agenda.</p> <p>The internal auditor carried out visit two of 2025-26 on 5 and 10 March 2026 but the report has not yet been received. Officers are answering enquiries from the auditor and it is hoped the report can be taken to the Full Council meeting on 13 May 2026.</p>

To retain the general power of competence	JW	S&F	May 2025	<p>This will be considered at the annual meeting of the council on 28 May 2025.</p> <p>This was considered and reaffirmed at the annual meeting of the council on 28 May 2025.</p>
To review policies and procedures on their review dates	AM	S&F	March 2026	This is an ongoing objective throughout the year.
To perform in accordance with the 2025-26 budget	JW/NC	S&F	March 2026	<p>Quarterly budget reports will be submitted to the Strategy and Finance Committee.</p> <p>A budget performance report was brought to the previous meeting of this committee.</p>
To manage the council's investments	JW/NC	S&F	March 2026	<p>This is an ongoing objective throughout the year. Investments are informed by cash-holdings and cashflow forecasts. Investment decisions are made in consultation with the chairman and vice-chairman of the Strategy and Finance Committee.</p> <p>A report is elsewhere on this agenda, informing members of the investments made.</p>
To develop a long-term asset management plan	MG	S&F	August 2025	Condition survey combined with an investment plan. Started January 2025.
To finalise Transparency Code and GDPR compliance	AM	S&F[Type here]	<p>August 2025</p> <p>December 2025</p>	<p>This project will be progressed alongside the office move. It will start with digital asset mapping, linked to the asset plan, see above, probably using the newly purchased 'Parish Online' mapping facility'.</p> <p>The majority of the information the council is required to publish under the Transparency Code is now included on a new page on the website. Some of the headings are yet to be completed but will be published shortly. The new page is https://www.lymeregistowncouncil.gov.uk/transparency-code</p>

Committee: Strategy and Finance

Date: 6 May 2026

Title: Renewal of Insurance Provision for 2026-2028

Purpose of Report

To allow members to review the current insurance provision and to agree the renewal of insurance from 1 April 2026 to March 2028

Recommendation

To authorise the town clerk to enter into a negotiated insurance agreement with Clear Councils from 1 April 2026

Background

1. In 2025-26, the council made the decision to enter into a three-year insurance agreement with Clear Councils. Prior to this, the town council had a policy with Zurich for 11 years.
2. The insurance premium for 2025-26 was £27,481 including Insurance Premium Tax (IPT).
3. Standing order 5.j.xv requires the business shall include 'Confirmation of arrangements for insurance cover in respect of all insurable risks.'

Report

Level of cover

5. The council's policy includes the following cover:
 - assets – at current value
 - public liability – up to £10,000,000
 - employers' liability – up to £10,000,000
 - libel and slander – Insured
 - a fidelity guarantee – up to £1,000,000
 - personal accident – Insured
 - business interruption – Insured
 - hirers' liability – up to £2,000,000
6. The policy also includes motor, motor legal expenses, agricultural vehicles, town bus and regalia cover.
7. Officers believe the range and level of cover is adequate for the town council and are building a good working relationship with Clear Councils.

8. The cost for our insurance for 2026-27 is £32,024, including insurance premium tax, which is not recoverable. We are in the second year of a three-year policy with Clear Councils.
9. The majority of the additional premium from 2025-26 to 2026-27 is in relation to the temporary replacement bus, at £3,115.54. When the van is removed from the cover, there will be a pro rata return of the premium. This is expected to have happened by the time this committee meets.
10. The remainder of the increase in the premium is due to the increased values and index linking on the Council Combined policy.

Claims' history

11. Over the past year, there have been two claims; one damage to railings after a vehicle handbrake failed, which is closed and with a cost of £1,155, and the second was the town bus collision, which is still an open case.

The operating environment

12. There are no material changes in the operating environment which require the council to amend its insurance cover.

Internal audit recommendations

13. There are no internal audit recommendations which affect the council's insurance cover.

Risk review

14. There remains a risk of non-insurance cover for cyber security. There is some uncertainty among ourselves and local councils in general about whether insurance is required. For this council, officers have concluded that cyber cover is provided by third party suppliers, such as Dorset Council who provide our IT, and the banks.
15. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

Naomi Cleal
Finance manager
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Breaches of Financial Regulations

Purpose of Report

To inform members of breaches in Financial Regulations from 1 April 2025 to 31 December 2026

Recommendation

Members note the report and approve the management actions proposed to ensure greater compliance with the Financial Regulations

Report

1. The purpose of Financial Regulations is to provide the governance framework for managing the council's financial affairs.
2. Occasionally, there will be breaches and it is good governance to report these to members, why they happened and how they were resolved.
3. Attached, **appendix 10A**, is the list of breaches along with comments.
4. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

Naomi Cleal
Finance manager
May 2026

APPENDIX 10A

Date	Supplier	Product/service	Amount	Issue	Comments
11 June 2025	Screwfix	Uniform order	£1,042.65	The order amount is over the limitations of the financial regulations that were in place at the time – Goods over £1,000 require three quotes. We have a preferred supplier in place for uniform, Yellow Box. They were not used on this occasion	Officers will seek three quotes or use preferred payments only.
09 May 2025	MG Webber	Flowers	£1,195.00	The order amount is over the limitations of the financial regulations that were in place at the time – Goods over £1,000 require three quotes. We have a preferred supplier in place for plants, Westcountry Grown. They were not used on this occasion.	Officers will seek three quotes or use preferred payments only.
12 May 2025	Mailchimp	Monthly subscription to an email marketing platform	£17.80	An increase in the current subscription service was not approved. This resulted in was a monthly increase of £5.50.	Paperwork was filled in retrospectively which covers all payments going forward.
19 February 2026	Staff	Expenses	£142.50	The officer accidentally second authorised the transaction in the bank, when authorising other transactions. This had been recognised at the time and was checked by a third officer.	Staff payments to be input separately to supplier invoices
12 August 2025	Paper turn	Page-turning software	£285.04	Paperwork was not completed for debit card authorisation and authorisation not sought by two authorised officers before payment was made.	Only authorised officers are allowed to make debit card payments, more vigilance will be taken to make sure appropriate authorisations have been sought.
24 April 2026	Paper turn	Page-turning software	£492	Paperwork was not completed for debit card authorisation and authorisation not sought by two authorised officers before payment was made.	Only authorised officers are allowed to make debit card payments, more vigilance will be taken to make sure appropriate authorisations have been sought.

Committee: Strategy and Finance

Date: 6 May 2026

Title: Request from Cobb Traders – Autumn/Winter Parking Scheme

Purpose of Report

To present a request from the Cobb traders for discounted autumn/winter parking

Recommendation

Members consider the parking request from Cobb Traders and advise officers accordingly

Background

1. A report was presented to this committee on 18 March 2026 asking members to consider three requests from the Cobb Traders. A decision was reached on two out the three requests, with members requesting officers to provide further data on car parking income and variations, and comparisons to other towns, and to report back to this meeting.
2. The Cobb Traders have asked the council to consider an autumn/winter parking scheme, similar to that used by other coastal towns, to encourage off-peak visits during quieter trading months.
3. The Cobb Traders provided two examples from previous years; Swanage Town Council, which offered £2 all-day winter parking between 1 November 2025 and 31 March 2026 at several of its car parks, as well as East Devon District Council which offered a 50% discounted winter parking rate, up to four hours only with the winter discount.
4. Cobb Traders say traders have reported weekdays during December 2025 were particularly quiet, even when weather conditions were clear and sunny. The organisation feels an autumn/winter parking discount could play an important role in encouraging visits during the quieter months and suggest that for Lyme Regis to remain competitive, it is important that comparable incentives are considered.

Report

Comparisons

5. Officers have been in contact with other local town councils in Dorset and Devon but have only had confirmation of winter discount schemes from Swanage Town Council and East Devon District Council.
6. East Devon District Council currently offers a 50% reduction on their summer prices, a change from a previous set charge of £2 all day. The reductions on winter parking have been in place for a long period of time, so they weren't able to offer any comparable data. The feedback was that in summary, if the scheme is too generous, parking demand is too high, leading to

frustration and low turnover of vehicles. This was experienced with the £2 all day transferable ticket. With the discounted hourly rate, the demand is better regulated, however income per space is significantly reduced.

7. The reduced winter tariff is half of the summer hourly rate, which is currently £2.20 an hour for their short stay car parks.
8. They have noted a slight increase in permit sales since changing from the £2 all day charge to the discounted hourly rate, as previously people were taking advantage of the winter set charge and using the permits less.
9. They noted that there is no obvious increase to visitors due to the change from a set charge to a discounted hourly rate.
10. The general opinion is that any winter offer will be most impactful in the initial year of inception and then becomes increasingly difficult to reverse. They supported the view that targeted trial days would be a good option.
11. The newly approved charges for Swanage Town Council parking charges for 2026-27 are: £2 up to an hour and £4 for two to 13 hours in their long stay car parks between 1 November 2026 and 31 March 2027, and £1.20 for one hour and £2.40 for up to two hours in their short stay car parks, which are restricted to up to two hours only.
12. Officers were able to obtain some feedback from Swanage Town Council. It was noted that in the lead up to the introduction of the parking charge reduction, that footfall in the car parks had been reducing throughout the winter period; they have lots of on-street parking available throughout winter and residents are offered free parking. The initiative was tested over December 2015, which was successful and was formally introduced between November 2018 and March 2019 in two of its car parks to try and encourage off-street parking. The overall feedback was that it hadn't affected the car parks' usage by a lot but had significantly affected income.
13. Cornwall Council offers a reduced residents permit for either six months, seven months or annually. The charges vary between car parks. For six months, it ranges between £115.53 to £300.38.
14. Members should note that Lyme Regis residents are entitled to free parking in both town council car parks between November and Easter. We also offer residents and non-residents permits for Woodmead car park. We also offer a paid residents permit for Woodmead car park at £250 for April 2026 to March 2027.
15. Dorset Council has various charging structures, however, it offers summer and winter parking charges in most of its car parks. The table below shows the charges for Holmbush car park. In its short stay car parks, parking is limited to up to four hours parking. This shows that in summer, the charge for up to one hour is £3.20 and in winter £1.70, whereas we charge a flat rate of £2 per hour.

	30 mins	Upto hour	Upto 2 hours	Upto 3 hours	Upto 4 hours	Upto 10 hours
Winter 1/11 - 31/03	£1.00	£1.70	£2.50	£3.50	£5.60	£9.50
Summer 01/04 - 31/10	£1.70	£3.20	£4.80	£6.30	£7.90	£15.80

Car parking data

16. As we are at the end of the financial year, we have the most current car park data available. The hourly charges at Monmouth Beach and Woodmead car park were £1.90 per hour and £1.50, respectively. The car park income and visitors for 1 November 2025 to 31 March 2026 is as follows:

	November	December	January	February	March	Total
Woodmead	£23,214	£12,167	£14,532	£9,052	£15,419	£74,384
Total visitors	1589	1,687	1,100	1,807	1,972	8,155
Percentage 1 hour or under	12%	10%	10%	9%	8%	10%
Percentage 2 hours or under	45%	41%	45%	40%	37%	41%
Percentage 3 hours or under	75%	75%	74%	70%	67%	72%
Monmouth Beach	£41,594	£36,498	£37,694	£36,873	£52,523	£205,181
Total visitors	5025	6504	4903	6367	8607	31,406
Percentage 1 hour or under	27%	23%	25%	22%	20%	23%
Percentage 2 hours or under	67%	59%	60%	58%	53%	60%
Percentage 3 hours or under	84%	76%	78%	75%	71%	77%

17. Officers have modelled up projected income if members were to decide to charge a set figure all day; £2, £3, or £4. These are based on 2025-26 figures and therefore current visitor rates. The reduced parking charges may have a positive effect on visitor numbers.

	November	December	January	February	March	Total
Woodmead	£23,214	£12,167	£14,532	£9,052	£15,419	£74,384
Total visitors	1589	1,687	1,100	1,807	1,972	8,155
£2 per day	£3,178.00	£3,374.00	£2,200.00	£3,614.00	£3,944.00	£16,310.00
£3 per day	£4,767.00	£5,061.00	£3,300.00	£5,421.00	£5,916.00	£24,465.00
£4 per day	£6,356.00	£6,748.00	£4,400.00	£7,228.00	£7,888.00	£32,620.00
Monmouth Beach	£41,594	£36,498	£37,694	£36,873	£52,523	£205,181
Total visitors	5025	6504	4903	6367	8607	31,406
£2 per day	£10,050.00	£13,008.00	£9,806.00	£12,734.00	£17,214.00	£62,812.00
£3 per day	£15,075.00	£19,512.00	£14,709.00	£19,101.00	£25,821.00	£94,218.00
£4 per day	£20,100.00	£26,016.00	£19,612.00	£25,468.00	£34,428.00	£125,624.00

18. Members could consider staged set charges, as Swanage Town Council has agreed; £2 for up to two hours and £4 for all day. This could increase our income, as 45% of people stay for two

hours or less but may have a negative effect on the use of the long stay permits available in Woodmead car park.

19. Officers have modelled up projected income based on a 50% and 75% reduction in the parking charges for 2026-27. These are estimates based on 2025-26 income and visitor rates. The reduced parking charges may have a positive effect on visitor numbers.

	November	December	January	February	March	Total	Potential loss
Woodmead	£23,214	£12,167	£14,532	£9,052	£15,419	£74,384	
50% reduction	£12,380.65	£6,489.16	£7,750.49	£4,827.56	£8,223.53	£39,671.38	£34,712.45
75% reduction	£18,570.97	£9,733.74	£11,625.73	£7,241.34	£12,335.30	£59,507.06	£14,876.77
Monmouth Beach	£41,594	£36,498	£37,694	£36,873	£52,523	£205,181	
50% reduction	£21,891	£19,209	£19,839	£19,407	£27,644	£107,990	£97,191
75% reduction	£32,837	£28,814	£29,759	£29,110	£41,465	£161,985	£43,196

20. Should members wish to pursue either of these initiatives, officers would recommend a targeted trial period throughout winter 2026-27. This would allow the impact on both car park income and visitor numbers to be properly assessed.
21. Any trial will carry a risk to budgeted car parking income for 2026-27. However, this could be implemented at no additional administrative cost to the council if limited to Woodmead car park, as officers are trained to make changes to the IPS machines. The initiative could be promoted through the council's social media, community magazine and in partnership with the Cobb Traders.
22. The trial period could be conducted as part of a town-wide promotion. On receipt of a Lyme Regis Town Council car park ticket, promotions could be offered, for example a reduction on a round of mini golf.
23. Officers suggest that the trial be restricted to Woodmead only, as it generates lower overall income and would therefore present a reduced financial risk. February typically produces lower parking income and would therefore be an appropriate month to undertake a trial. This could be extended to Monmouth Beach if members wish, but the risk is greater.

Considerations

24. Members should note that although some estimations have been calculated, it is very difficult to predict the outcome of a trial and the effect on the budget.
25. Members should note that three-day and weekly parking permits are offered in Woodmead car park, purchased at the machine. This data is part of the income and visitor numbers. Any change to parking charges, will likely have an impact on the numbers of permits bought during that period.

26. Members should consider the wider budgetary impacts of reducing car parking income in-year, therefore reducing the council's overall income. The 2026-27 budget has already been agreed, so any in-year changes would have an instant effect on an already scrutinised budget.
27. Members should note that car parking income has increased throughout the shoulder periods in recent years, and that March is a high-income month.
28. Members should note that the council relies heavily on car park income and less on the precept as opposed to other local authorities; only 6% of income is generated through the precept. Therefore, any trial that effects the car parking income comes at a greater risk for this council.
29. Members should note that a potential change to car parking charges could be perceived in favour of visitors and businesses over residents and that any negative effect on the budget may affect the ability to keep the precept low in future years.
30. Members should note any changes in parking charges would require not only a change in signage, but there will also be a legal process to follow to amend the parking places order, both incurring costs. In order for it to be successful in enticing more visitors to town, it would have to be combined with additional marketing and promotion at further cost.
31. Members should also note that while a set charge to park all day may be a reduction in cost for those who wish to park for a longer period, it would also have the effect of increasing the minimum cost for those who only wish to stay for a very short time. At the moment, parking for one hour at Woodmead car park is £1.60 an hour and £2.00 in Monmouth Beach car park, therefore a blanket charge would increase this charge.
32. Members should also consider the impact of initiating something that comes at a risk of being taken away in the future.
33. Members should consider that this could have a positive effect on the council's council tax charges for the car parks, as the ratable value is linked to income, however this wouldn't come into effect until the year after, and as it is self-inflicted, may not have the desired outcome.
34. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

Naomi Cleal
Finance manager
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Potential Fire Station Closures' Consultation

Purpose of Report

To gauge opinion about the closure of fire stations and to delegate the consultation response to Dorset & Wiltshire Fire and Rescue Authority to the town clerk in consultation with the three members identified by this committee

Recommendation

To gauge opinion about the closure of Fire Stations and to delegate the consultation response Dorset & Wiltshire Fire and Rescue Authority to the town clerk in consultation with the three members identified by this committee

Report

1. Dorset & Wiltshire Fire and Rescue Authority are consulting on the closure of eight fire stations: Bradford on Avon, Charmouth, Cranborne, Hamworthy, Maiden Newton, Mere, Ramsbury and Wilton. The closing date for consultation is 15 May 2026.
2. Of particular interest to Lyme Regis is the potential closure of the Charmouth fire station.
3. The Fire & Rescue Authority's rationale is, its 'underlying funding position, specifically the recent financial settlement received from central Government, does not provide a sufficient level of funding for the Service to continue to operate as it is.'
4. Members are asked to consider its response to the [consultation survey](#), and instruct the town clerk, in consultation with three members to respond to Dorset & Wiltshire Fire and Rescue Authority on behalf of the council.
5. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

John Wright
Town clerk
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Civic Reception

Purpose of the Report

To allow members to approve unbudgeted expenditure of £600 for a civic reception for the RNLI on 2 May 2026

Recommendation

Members to approve unbudgeted expenditure of £600 for a civic reception for the RNLI on 2 May 2026

Background

1. On 17 December 2025, the Full Council considered a report to allow the council to approve unbudgeted expenditure of up to £1,000 to host a civic reception to mark the 200th anniversary of the RNLI in Lyme Regis, on the condition match funding is received from the Lyme Regis Guild of the RNLI.
2. The request was approved by resolution of the Full Council.

Report

3. The town council was subsequently informed by the RNLI that its rules did not allow them to contribute to the event.
4. The initial intention was to hold the civic reception on 22 February 2026; this changed to 2 May 2026.
5. The unbudgeted expenditure of up to £1,000 was approved for the budget year 2025-26, and the conditions of approving the expenditure changed, i.e., it is no longer match funded by the Lyme Regis Guild of the RNLI.
6. The cost of a 'reduced' civic reception on 2 May 2026 is estimated at £600 and members are asked to approve this expenditure, retrospectively.
7. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

John Wright
Town clerk
April 2026

Committee: Strategy and Finance

Date: 6 May 2026

Title: Investments and Cash Holdings

Purpose of Report

To inform members of the council's current reserve position

Recommendation

Members note the cash position at the end of March 2026

Background

1. The council's cash holding at the beginning of the 2025-26 financial year was c.£1.655k.

Report

2. The council's cash holding at March 2026 was c.£1.536m, **appendix 14A**.
3. The council has adopted a prudent approach to forecasting its reserve at the end of the financial year and has ensured it remains as robust as is possible.

Treasury Management

4. The council was very successful in 2024-25 with its treasury management, receiving c.£70k in interest, with a further £45.6k of interest in 2025-26.
5. Two sets of investments, totalling £200k, with NatWest are due to mature in April 2026.
6. Officers will continue to review treasury management at the beginning of the new financial year to determine the best investment options and liaise with the chairman and vice-chairman of the Strategy and Finance Committee.
7. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

Naomi Cleal
Finance manager
April 2026

<u>Lyme Regis Town Council</u>			
<u>Bank Balances</u>			
<u>31-Mar-26</u>			
		£	Access
NatWest- General		1,000	Instant
NatWest Liquidity Manager 0.85%		334,515	Instant
Natwest Fixed 24 - 2.72%		100,000	29/07/2026
Natwest Fixed 23 - 2.72%		100,000	29/07/2026
Natwest Fixed 22 - 2.99%		200,000	29/01/2027
Natwest Fixed 21 - 3.28%		200,000	08/10/2026
Natwest Fixed 20 - 3.02%		100,000	08/04/2026
Natwest Fixed 19 - 3.02%		100,000	08/04/2026
Lloyds - Current		11,014	Instant
Lloyds - Liquidity Manager (0.6%)		89,603	Instant
Charity Bank - 4.51%		100,000	01/08/2025
Charity Bank - 4.26%		200,000	18/03/2027
TOTAL		<u>1,536,132</u>	

Committee: Strategy and Finance

Date: 6 May 2026

Title: List of Payments

Purpose of Report

To inform members of the payments made in the month of March 2026

Recommendation

Members note the report and approve the attached schedule of payments in March 2026 for the sum of £381,067.96.

Background

1. Lyme Regis Town Council's Financial Regulations, section 5.2, state:

'A schedule of payments forming part of the agenda for the meeting shall be prepared by the finance officer. Petty cash reimbursement will be reported as a total when re-imbursement takes place, unless this exceeds £200 per month, when full details will be provided. The relevant invoices will be made available for inspection at the council offices. If the schedule is in order, it shall be approved by a resolution of the council.'

Report

2. The format of the report was amended to fulfil the requirements of the transparency code. As well as the date, amount, payee and some brief details, the report now includes an estimated VAT figure and the net cost to the council, as well as a 'merchant category'. The VAT and expenditure categories are indicative of that supplier, because the schedule shows a list of payments, not invoices, so one payment may include multiple invoices and multiple VAT rates, etc. The 'probable' VAT code is the code predominantly associated with the supplier. The 'merchant category' is the name used to group a number of nominal codes and represents the summary level we report on.
3. I present the list of payments for the month of March 2026, **appendix 15A**.
4. If you would like any further information about any of these payments, I would encourage you to contact me in the office prior to the meeting.
5. Any recommendations from this committee will be considered by the Full Council on 13 May 2026.

Shanie King
Finance assistant
April 2026

09-Mar	YU ENERGY	Electricity charges- Amenities	Monthly	DD	395.66	20%	65.94	329.72	Utilities
09-Mar	YU ENERGY	Electricity charges- Beach store	Monthly	DD	332.57	20%	55.43	277.14	Utilities
09-Mar	YU ENERGY	Electricity charges- Monmouth Beach car park	Monthly	DD	222.85	20%	37.14	185.71	Utilities
09-Mar	YU ENERGY	Electricity charges- Workshop	Monthly	DD	151.80	20%	25.30	126.50	Utilities
09-Mar	YU ENERGY	Electricity charges- Sweet shop	Monthly	DD	113.07	20%	18.85	94.23	Utilities
09-Mar	YU ENERGY	Electricity charges- Marine Parade	Monthly	DD	99.26	20%	16.54	82.72	Utilities
09-Mar	YU ENERGY	Electricity charges- Guildhall	Monthly	DD	61.80	20%	10.30	51.50	Utilities
09-Mar	YU ENERGY	Electricity charges- Cabanya car park	Monthly	DD	56.36	20%	9.39	46.97	Utilities
09-Mar	YU ENERGY	Electricity charges- Playing fields	Monthly	DD	51.48	20%	8.58	42.90	Utilities
09-Mar	YU ENERGY	Electricity charges- Bathing Office	Monthly	DD	51.08	20%	8.51	42.57	Utilities
09-Mar	YU ENERGY	Electricity charges- Cadet Hut	Monthly	DD	43.56	20%	7.26	36.30	Utilities
09-Mar	YU ENERGY	Electricity charges- Guildhall	Monthly	DD	35.41	20%	5.90	29.51	Utilities
09-Mar	YU ENERGY	Electricity charges- Guildhall Cottage	Monthly	DD	32.35	20%	5.39	26.96	Utilities
09-Mar	YU ENERGY	Electricity charges- Guildhall Cottage	Monthly	DD	29.01	20%	4.84	24.18	Utilities
09-Mar	YU ENERGY	Electricity charges- Guildhall Cottage	Monthly	DD	27.56	20%	4.59	22.97	Utilities
09-Mar	YU ENERGY	Electricity charges- Marine Parade	Monthly	DD	16.02	20%	2.67	13.35	Utilities
09-Mar	YU ENERGY	Electricity charges- Marine Parade	Monthly	DD	15.71	20%	2.62	13.09	Utilities
09-Mar	YU ENERGY	Electricity charges- Sewerage Pumping Station	Monthly	DD	7.47	20%	1.25	6.23	Utilities
09-Mar	YEOVIL FOOTBALL CLUB	Long service retirement gift	One off	DEB	63.00	20%	10.50	52.50	Office Expenses
09-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	10.00	20%	1.67	8.33	Utilities
09-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
09-Mar	MUSBURY GARAGE	Mini bus replacement hire	Weekly	FPO	567.00	20%	94.50	472.50	Projects
10-Mar	YU ENERGY	Gas charges- Guildhall cottage	Monthly	DD	158.06	20%	26.34	131.72	Utilities
10-Mar	BARCLAYCARD	Transaction charges	Monthly	DD	15.76	0%	-	15.76	Outside Works
10-Mar	BARCLAYCARD	Transaction charges	Monthly	DD	12.29	0%	-	12.29	Outside Works
11-Mar	MAILCHIMP	Email marketing platform	Monthly	DEB	40.78	20%	6.80	33.98	Office Expenses
11-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
11-Mar	CUSTOMER	Refund for site fees overpayment	One off	FPO	515.49	0%	-	515.49	Refunds
11-Mar	CUSTOMER	Refund Langmoor room hire	One off	FPO	120.00	0%	-	120.00	Refunds
11-Mar	CUSTOMER	Refund for water bill overpayment	One off	FPO	119.21	0%	-	119.21	Refunds
11-Mar	CUSTOMER	Refund for wedding deposit	One off	FPO	50.00	0%	-	50.00	Refunds
11-Mar	CUSTOMER	Refund for wedding deposit	One off	FPO	50.00	0%	-	50.00	Refunds
11-Mar	CUSTOMER	Refund for wedding deposit	One off	FPO	40.00	0%	-	40.00	Refunds
12-Mar	TAKEPAYMENTS	Transaction charges	Monthly	DD	6.00	20%	1.00	5.00	Outside Works
12-Mar	TAKEPAYMENTS	Transaction charges	Monthly	DD	6.00	20%	1.00	5.00	Outside Works
13-Mar	AMAZON PRIME	Delivery subscription	Annually	FPI	95.00	20%	15.83	79.17	Office Expenses
16-Mar	SOUTH WEST WATER	Water charges- Holiday chalets	Quarterly	DD	1,766.12	0%	-	1,766.12	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Monmouth Beach	Quarterly	DD	966.13	0%	-	966.13	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Bowling Green	Quarterly	DD	756.56	0%	-	756.56	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Candles on the Cobb	Quarterly	DD	576.60	0%	-	576.60	Utilities
16-Mar	UNITY 5	Zatpark software charges	Monthly	DD	505.31	20%	84.22	421.09	Outside Works
16-Mar	SAGE SOFTWARE LTD	Accounting software	Monthly	DD	466.20	20%	77.70	388.50	Office Expenses
16-Mar	SOUTH WEST WATER	Water charges- Shelters	Quarterly	DD	437.21	0%	-	437.21	Utilities
16-Mar	AIB	Transaction charges	Monthly	DD	383.59	0%	-	383.59	Outside Works
16-Mar	SOUTH WEST WATER	Water charges- Bathing Station	Quarterly	DD	199.56	0%	-	199.56	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Langmoor Gardens	Quarterly	DD	119.99	0%	-	119.99	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Amenities	Quarterly	DD	115.28	0%	-	115.28	Utilities
16-Mar	EE LIMITED	Mobile bundle	Monthly	DD	84.73	20%	14.12	70.61	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Lister Gardens	Quarterly	DD	65.87	0%	-	65.87	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Trough	Quarterly	DD	64.76	0%	-	64.76	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Boat area MB	Quarterly	DD	32.05	0%	-	32.05	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Cemetery	Quarterly	DD	31.26	0%	-	31.26	Utilities
16-Mar	SOUTH WEST WATER	Water charges- Langmoor Gardens	Quarterly	DD	31.09	0%	-	31.09	Utilities
16-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	8.00	20%	1.33	6.67	Utilities
16-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
16-Mar	MUSBURY GARAGE	Mini bus replacement hire	Weekly	FPO	567.00	20%	94.50	472.50	Projects
16-Mar	ECOM6	Payment services- February 26	Monthly	FPO	85.50	20%	14.25	71.25	Outside Works
17-Mar	AMAZON	Mini golf event supplies	One off	DEB	465.31	20%	77.55	387.76	Projects
17-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
19-Mar	WORLDPAY	Transaction charges	Monthly	DD	72.00	0%	-	72.00	Office Expenses
19-Mar	WORLDPAY	Transaction charges	Monthly	DD	23.94	0%	-	23.94	Office Expenses
19-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
19-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
20-Mar	PORTER DODSON	Legal advice	One off	FPO	1,632.00	20%	272.00	1,360.00	Office Expenses
20-Mar	SOUTH WEST WATER	Water charges- The beach showers	Quarterly	FPO	589.76	0%	-	589.76	Utilities
20-Mar	SCREWFIX	External supplies	One off	FPO	535.89	20%	89.32	446.58	Outside Works
20-Mar	LR GOLF CLUB	Stakeholders lunch	One off	FPO	517.00	20%	86.17	430.83	Unbudgeted exper
23-Mar	AMAZON	Retirement gift for long standing staff member	One off	DEB	61.99	20%	10.33	51.66	Office Expenses
23-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
24-Mar	JOTFORM	Online form software	One off	DEB	35.20	20%	5.87	29.33	Office Expenses

24-Mar	JOTFORM PROCESSING FEE	Processing conversion fee	One off	DEB	0.96	0%	-	0.96	Office Expenses
24-Mar	DC PENSION FUND	Pension contributions- March 26	Monthly	FPO	15,939.64	0%	-	15,939.64	Staffing
24-Mar	MUSBURY GARAGE	Replacement bus hire	Weekly	FPO	567.00	20%	94.50	472.50	Projects
25-Mar	STARLINK	Internet connection - Office	Monthly	DEB	75.00	20%	12.50	62.50	Office Expenses
25-Mar	LEE HAMLIN	Outdoor seating refund	One off	FPO	26,706.40	0%	-	26,706.40	Unbudgeted exper
25-Mar	GAIL MORRIS	Outdoor seating refund	One off	FPO	25,548.00	0%	-	25,548.00	Unbudgeted exper
25-Mar	STEPHEN THIRWELL	Outdoor seating refund	One off	FPO	23,680.00	0%	-	23,680.00	Unbudgeted exper
25-Mar	TOM ROBINSON	Outdoor seating refund	One off	FPO	9,406.00	0%	-	9,406.00	Unbudgeted exper
25-Mar	GAY CHIPLIN DOWELL	Outdoor seating refund	One off	FPO	1,457.00	0%	-	1,457.00	Unbudgeted exper
25-Mar	UNISON	Union payment- March	Monthly	FPO	463.80	0%	-	463.80	Staffing
25-Mar	LUCYS ICE CREAM	Outdoor seating refund	One off	FPO	384.00	0%	-	384.00	Unbudgeted exper
25-Mar	DC PENSION FUND	Pension contribution adjustment- March 26	One off	FPO	245.92	0%	-	245.92	Staffing
26-Mar	WORLD OF ROSES	Plants	One off	DEB	474.81	20%	79.14	395.68	Outside Works
26-Mar	KITSON AND TROTMAN	Legal advice and works	One off	FPO	22,620.30	20%	3,770.05	18,850.25	Office Expenses
26-Mar	HANSFORD	Garden path works	One off	FPO	12,761.54	20%	2,126.92	10,634.62	Projects
26-Mar	DORSET CLEANING SERVICES	Seafront toilet cleaning- Marine parade	Monthly	FPO	10,416.00	20%	1,736.00	8,680.00	Outside Works
26-Mar	TOPSPARKS	Electrical works- Multiple invoices	One off	FPO	7,191.63	20%	1,198.61	5,993.03	Outside Works
26-Mar	CHAPMAN GEOTECHNIC	Footpath repairs and chalet park drawings	One off	FPO	6,210.00	20%	1,035.00	5,175.00	Outside Works
26-Mar	PORTER DODSON	Legal advice	One off	FPO	3,900.00	20%	650.00	3,250.00	Office Expenses
26-Mar	TRAVIS PERKINS	External supplies	One off	FPO	3,247.52	20%	541.25	2,706.27	Outside Works
26-Mar	DEVON CC	Crogg lane footpath	One off	FPO	3,000.00	20%	500.00	2,500.00	Projects
26-Mar	DORSET COUNCIL	Bin collection and DBS payment	Monthly	FPO	2,909.09	0%	-	2,909.09	Outside Works
26-Mar	EAST DEVON ALL STARS	Large capital grant	One off	FPO	2,000.00	0%	-	2,000.00	Grants
26-Mar	NEWSQUEST	Job advertisement	One off	FPO	1,800.00	20%	300.00	1,500.00	Staffing
26-Mar	ADVANTAGE DIGITAL PRINT	Magazine printing	Monthly	FPO	1,590.00	20%	265.00	1,325.00	Projects
26-Mar	JADE SECURITY	Cash collection	Monthly	FPO	1,419.46	20%	236.58	1,182.88	Outside Works
26-Mar	PENNYS	Mushroom compost	One off	FPO	1,402.20	20%	233.70	1,168.50	Outside Works
26-Mar	AX LY CANCER SUPPORT	Community grant	One off	FPO	1,000.00	0%	-	1,000.00	Grants
26-Mar	LYME REGIS LIFEBOAT CREW	Installation of town bunting	Annually	FPO	750.00	0%	-	750.00	Office Expenses
26-Mar	BAGWELLS	Office lights replacement	One off	FPO	594.00	20%	99.00	495.00	Outside works
26-Mar	AUK HYGIENE	External supplies	One off	FPO	460.17	20%	76.70	383.48	Outside Works
26-Mar	SCREWFIX	External supplies	Monthly	FPO	443.90	20%	73.98	369.92	Outside Works
26-Mar	IEP	Pest control- multiple invoices	Monthly	FPO	440.00	0%	-	440.00	Outside Works
26-Mar	FLOWBIRD	Transaction charges	Monthly	FPO	434.16	20%	72.36	361.80	Outside Works
26-Mar	FOWLER	Machinery hire	One off	FPO	350.40	20%	58.40	292.00	Outside Works
26-Mar	D G SEYMOUR	Drainage works	One off	FPO	270.00	0%	-	270.00	Outside Works
26-Mar	IPS	Transaction charges	Monthly	FPO	241.32	20%	40.22	201.10	Outside Works
26-Mar	EUROFFICE	Office stationary and refreshments	One off	FPO	224.51	20%	37.42	187.09	Office Expenses
26-Mar	PARISH ONLINE	Mapping software	Annually	FPO	216.00	20%	36.00	180.00	Office Expenses
26-Mar	CENTRAL SOUTHERN	Annual charge for CSL router	Annually	FPO	216.00	20%	36.00	180.00	Office Expenses
26-Mar	MAX REDWOOD	Event photography for magazine	One off	FPO	214.67	0%	-	214.67	Projects
26-Mar	SPEEDY ASSET	Machinery hire	One off	FPO	179.83	20%	29.97	149.86	Outside Works
26-Mar	STAFF	Travel expenses	Monthly	FPO	173.25	0%	-	173.25	Staffing
26-Mar	CLEAR INSURANCE	Additional vehicle premium	One off	FPO	165.48	0%	-	165.48	Office Expenses
26-Mar	CLARITY COPIERS	Copier usage	Monthly	FPO	147.20	20%	24.53	122.67	Office Expenses
26-Mar	C K COMMUNICATIONS	Airtime rental for business radios	Annually	FPO	144.00	20%	24.00	120.00	Outside Works
26-Mar	GOOD DIRECTIONS	Memorial bench plaque	One off	FPO	89.40	20%	14.90	74.50	Outside Works
26-Mar	ARTHUR FORDHAMS	External supplies	Monthly	FPO	80.68	20%	13.45	67.23	Outside Works
26-Mar	ECOM6	Payment services- February 26	Monthly	FPO	76.56	20%	12.76	63.80	Outside Works
26-Mar	OFCOM	Business radio license fee	Annually	FPO	75.00	0%	-	75.00	Office Expenses
26-Mar	SW HYGIENE	Yellow bag disposal	Monthly	FPO	53.09	20%	8.85	44.24	Outside Works
26-Mar	STAFF	Eye test	One off	FPO	25.00	0%	-	25.00	Staffing
26-Mar	PODPOINT	Administration charges	Monthly	FPO	20.01	20%	3.34	16.68	Outside Works
27-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	10.00	20%	1.67	8.33	Utilities
27-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	ALLSTAR	Fuel usage	Bi-monthly	DEB	135.91	20%	22.65	113.26	Outside Works
30-Mar	CANVA	Online graphic design platform	Monthly	DEB	10.99	20%	1.83	9.16	Office Expenses
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	GIFFGAFF	Mobile bundle	Monthly	DEB	6.00	20%	1.00	5.00	Utilities
30-Mar	DORSET COUNCIL	Office ICT charges 2024/25	Annually	FPO	39,456.29	0%	-	39,456.29	Office Expenses

