

## LYME REGIS TOWN COUNCIL

### TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

#### MINUTES OF THE MEETING HELD ON WEDNESDAY 11 OCTOBER 2017

##### Present

**Chairman:** Cllr Mrs C. Reynolds

**Members:** Cllr R. Doney, Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr S. Larcombe, Cllr J. Scowen, Cllr G. Turner, Cllr S. Williams

**Officers:** Mr M. Green (deputy town clerk), Mrs A. Mullins (admin officer)

**Guests:** Mr R. Flynn (WiFi SPARK), Mr A. Ragbourne (LymeForward)

##### 17/29/TCP Public Forum

###### Lorna Jenkin

Mrs Jenkin said she had been involved with the Jubilee Pavilion since its beginning, first as a volunteer and for the last two years as co-ordinator. She said the volunteers hoped the council took the problems on board and created a caring management and attractive offer for the scheme.

##### 17/30/TCP Apologies

Cllr J. Broom  
Cllr B. Larcombe – holiday

##### 17/31/TCP Minutes

Proposed by Cllr Mrs. M. Ellis and seconded by Cllr G. Turner, the minutes of the meeting held on 2 August 2017 were **ADOPTED**.

##### 17/32/TCP Disclosable Pecuniary Interests

There were none.

##### 17/33/TCP Dispensations

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

##### 17/34/TCP Matters arising from the minutes of the previous meeting held on 2 August 2017

Members noted the report.

**17/35/TCP Update Report**

Members noted the report.

**17/36/TCP LymeForward Grant Review Meeting**

LymeForward co-ordinator Adrian Ragbourne was asked to respond to any questions.

In response to a member question regarding safer neighbourhoods, Mr Ragbourne said there were no police officers based in Lyme Regis, but PCSO Luke White covered the whole of West Dorset, including Lyme Regis.

**17/37/TCP Grant Agreement Review, LymeArts Community Trust**

Cllr Mrs M. Ellis said when the council agreed to bring forward £15,000 of grant funding from the last two quarters of the grant period, it was on the condition LymeArts Community Trust (LACT) raised £15,000 by 1 October 2017 and put £1,500 from future town council grant payments into reserves. She asked if LACT had adhered to these conditions.

There was concern the council had not seen LACT's audited accounts. Some members were also concerned the council were being more lenient with LACT than other organisations in receipt of council grants.

Cllr J. Scowen, the council's representative on LACT, said he believed the trustees should be left alone so they had a chance to improve LACT's financial position.

Cllr D. Hallett asked for clarification on whether the trustees would become the owners of the building in five years, under the terms of the lease.

The deputy town clerk said the theatre was owned by the trust. However, he said there was a date before which, if the theatre ceased to function or the trustees wanted to dispose of the theatre, they could only do so after first offering it to the council.

It was agreed officers would determine if LACT had raised £15,000 by 1 October 2017, and for this information to be reported to the Full Council on 1 November 2017.

It was also agreed a copy of LACT's audited accounts should be provided to members.

**17/38/TCP Grant Agreement Review, The Hub**

In response to a member question, Cllr Mrs C. Reynolds said if any further bookings by local organisation were cancelled, they should inform her.

**17/39/TCP Jubilee Pavilion Volunteer Service 2017**

Cllr Mrs C. Reynolds said the volunteer co-ordinator, Lorna Jenkin, was standing down at the end of the season, and she thanked her for her commitment to this role.

Proposed by Cllr G. Turner and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** to note the report of the volunteer co-ordinator, thank her and all other volunteers for their hard work during the 2017 season and instruct the deputy town clerk, in consultation with the chairman and vice-chairman of this committee, to come back to the next meeting with a detailed report about the way forward which also addresses the various comments and concerns raised in the co-ordinator's report.

**17/40/TCP Coastal Communities Team Objectives and Outcomes**

As the Coastal Communities Team (CCT) incorporated Uplyme and Charmouth, Cllr Mrs M. Ellis asked what the proposed projects were for these areas.

Mr Ragbourne said this funding bid focused on seafront enhancement, and as Uplyme was not on the seafront, it was not included in this bid. He said Charmouth had already been working on its seafront enhancement.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** to agree the council works in full co-operation with the Lyme Regis, Charmouth and Uplyme CCT, LymeForward, businesses, local people and volunteers in taking projects forward by working together to achieve a successful bid that offers opportunities for local people and the local economy to round five of the Coastal Communities Fund.

**17/41/TCP Chamber of Commerce**

Cllr Mrs C. Reynolds said a public meeting would be held on 16 October 2017, when it was intended to close down the business group. She said a further public meeting would be arranged with a view to forming a chamber of commerce.

Cllr S. Williams suggested offering the Guildhall as a free venue for the meeting.

Proposed by Cllr G. Turner and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to agree to take forward the idea of setting up a chamber of commerce in Lyme Regis, affiliated to the Dorset Chamber of Commerce, and agree to consult with traders and all types of workers, to determine if this would be suitable for Lyme Regis.

**17/42/TCP Full Review of Social Media**

Cllr J. Scowen said there had noticeably been a lot more effort put into social media recently and he congratulated officers on this.

Cllr R. Doney said the council's social media tags were not publicised on the council's website.

Cllr Mrs C. Reynolds encouraged members to share the council's social media posts.

**17/43/TCP Request for Funding to Complete a Film about the Life of Mary Anning**

Cllr Mrs C. Reynolds said like the filming of French Lieutenant's Woman, there would be numerous opportunities for local people to be involved in the film, including acting and assisting the crew, and opportunities for local catering and accommodation businesses. She said the filmmaker wanted to hold the premiere at the Regent Cinema, when re-built, with profits from the premiere going to the museum and a charity of the council's choice.

Cllr Mrs C. Reynolds said she was trying to secure funding from West Dorset District Council and Dorset County Council and suggested any funding commitment from the town council should be on the condition the district and county councils also provided funding.

In response to a member question, the deputy town clerk said there was no specific budget for this purpose, but the council had sufficient funds in its reserves.

Proposed by Cllr J. Scowen and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to approve funding of £5,000 to complete a half-made film about the life of Mary Anning, starring Jenny Agutter and featuring Lyme Regis, on the condition West Dorset District Council and Dorset County Council offers at least an equal amount.

Cllr D. Hallett voted against this motion.

**17/44/TCP Seafront WiFi**

Rees Flynn, from WiFi SPARK was asked to give a presentation to members. He explained the benefits of the system and said the prices quoted in the report had not changed since the quote was provided.

The deputy town clerk asked if the existing broadband connection was likely to be a limiting factor on the system.

Mr Flynn said he would expect there to be a need to improve connectivity at some point, but the current connection would support the system for the next few years.

Mr Flynn said the quote was based on three years, but the agreement could be increased to five years.

Proposed by Cllr J. Broom and seconded by Cllr B. Larcombe, 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 information relating

to the financial or business affairs of a 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.

**17/45/TCP Managing Consultation Exercises**

Members noted the report.

**17/46/TCP Exempt Business**

**(a) Seafront WiFi**

Mr Flynn left the meeting, and Mr Ragbourne was asked to stay.

Cllr Mrs M. Ellis asked if the cost quoted included providing wi-fi in Charmouth.

Mr Ragbourne said it was based on two separate proposals and Charmouth had already agreed funding for installation of wi-fi in its own area. He said the CCT funding would be used for installation of wi-fi in both Lyme Regis and Charmouth.

The deputy town clerk reminded members the council had already agreed to go with another provider. He said there was a significant difference in the hardware recommended by each provider, and in the ongoing management and support costs. He said there was no approved budget to cover ongoing costs.

Mr Ragbourne said he had extensive experience in installing and managing wi-fi systems and would highly recommend going with WiFi SPARK over the council's previously-agreed provider.

Mr Ragbourne suggested the council looked at opportunities for generating reasonable revenue through wi-fi, which would cover the ongoing management costs and allow the council to build up a reserve to upgrade the system in future.

*Cllr D. Hallett left the meeting at 8.42pm.*

Mr Ragbourne said if the council went with WiFi SPARK, he was reasonably confident the system could be installed by Christmas, but he would check this.

The deputy town clerk said if the council proceeded with the proposal from WiFi SPARK, this would have implications with regards to the rules on tendering, as outlined in the council's financial regulations and standing orders.

Proposed by Cllr J. Scowen and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to accept the proposal from WiFi SPARK for the installation of seafront wi-fi on a three-year agreement.

*The meeting closed at 8.46pm.*