

## LYME REGIS TOWN COUNCIL

### TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

#### MINUTES OF THE MEETING HELD ON WEDNESDAY 1 AUGUST 2018

##### Present

**Chairman:** Cllr Mrs C. Reynolds

**Members:** Cllr J. Broom, Cllr R. Doney, Cllr Mrs M. Ellis, Cllr S. Larcombe, Cllr P. Ridley, Cllr S. Williams

**Other members:** Cllr S. Miller

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

**Absent:** Cllr D. Hallett

##### 18/21/TCP Public Forum

##### Mrs F. Williams

Mrs Williams was representing B Sharp and spoke in relation to agenda item 9, Policy and Procedure for Events on Council-Owned Land. She said B Sharp was a music charity started in 2007 in Lyme Regis to provide regular activities and events for young people and children, including work experience, training and jobs. She said their two main community events were the annual Busking Festival, which had been held since 2009, and Big Mix, with the support of the town council and community. Mrs Williams said the town council had adopted a busking policy in partnership with B Sharp to allow young people to fundraise, to give a platform to people to perform music and earn pocket money. She said it was held on the May Bank Holiday when it was school holidays and young people wanted something to do, and when audiences are around to watch them, held on the same weekend as the Jazz Festival and in partnership with them. Mrs Williams said B Sharp had held nine festivals in the shelters and around the town, when more than 600 young people and hundreds of adults also played to raise funds, some over 90 years old. She said the event attracted a mixture of audiences, including locals and visitors who returned every year. She said over 200 people had gone on to play at other events and festivals, bringing children of the town to the fore, creating a positive culture for young people and creating paid jobs. Mrs Williams said the Busking Festival was inter-generational, community, fun, and everyone looked forward to it. She said it was simple, it worked and she wanted to keep it that way. She said if the council was going to review events, she urged it to consult with event organisers to prevent the risk of organisations and people pitching against each other. Mrs Williams said B Sharp didn't have the luxury of large infrastructure or lots of money, they were a small charity and the festival was a fundraiser very much about Lyme Regis, and there wasn't another like it they knew of. She said there was scope to grow the event, with the council's support, and a real opportunity to be part of the children, their talent, their bravery and growing

skills. She said the festival was an important experience for young people, including those who lacked confidence, and things like the Busking Festival and Big Mix had changed that.

### **Mrs J. Sheppard**

Mrs Sheppard spoke in relation to the same agenda item. She said she was not here to plead for exemptions or special treatment for the Jazz Festival, but to set the record straight. She said the council's proposals were flawed and were trying to fix something that wasn't broken, as the current arrangements worked well and only required tweaking, not an overhaul. Mrs Sheppard said there was no evidence events had caused problems or intensified visitor pressure on the town, and an over-bureaucratic approach was not needed. She said they had been running well-organised events without problems for years, so she asked why there was an issue now. She said she suspected it was due to the Dorset Street Food Festival, which brought dozens of traders to Lyme Regis on the same weekend as the Jazz Festival, at the invite of one of the council's own officials. Mrs Sheppard said the members shouldn't allow that experience to unfairly cloud their views, and shouldn't compound the original mistake by penalising local organisations for problems they had never caused. She questioned whether moving events to the shoulder season would actually work. She said they had no intention of moving the date of the Jazz Festival because it would be financially reckless to do so. Mrs Sheppard said it would continue in other venues in the town when visitor numbers were high enough to keep it viable. She said the council's proposal would only prevent the free community event on the seafront, which provided free music for people who couldn't afford tickets, provided a platform to young musicians, and attracted new, younger audiences to help the festival secure its long-term future. Mrs Sheppard said running a festival wasn't easy and the council's proposed new policies would draw out the process. She said it was red tape, and was wholly disproportionate to the size and scale of events that happened in Lyme Regis. Mrs Sheppard urged members to set aside the proposals and work with event organisers to devise a sensible policy, and address the town's infrastructure problems and concerns together. She asked the council to have discussions about how the festivals could be nurtured.

### **18/22/TCP Apologies**

Cllr P. Hicks – work commitments  
Cllr J. Scowen  
Cllr G. Turner – coastguard duties

### **18/23/TCP Minutes**

Proposed by Cllr Mrs M. Ellis and seconded by Cllr R. Doney, the minutes of the meeting held on 20 June 2018 were **ADOPTED**.

### **18/24/TCP Disclosable Pecuniary Interests**

There were none.

**18/25/TCP      Dispensations**

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

**18/26/TCP      Matters arising from the minutes of the previous meeting held on 20 June 2018**

**Gateway Card**

Cllr S. Larcombe said he had not been able to find out which accommodation providers were giving their cards to guests to use, but he would continue to try and find out.

**Lyme Voice**

The deputy town clerk said he had met with Hydrock that week and they had agreed to provide questions in writing for the first survey by the end of the week.

**Open-air cinema**

The deputy town clerk said the event organisers would not be able to hold another event in Lyme Regis this year as they were fully booked but they wanted to discuss dates in spring and autumn 2019.

**18/27/TCP      Update Report**

**Sculpture Trail**

The deputy town clerk reassured members the maps would be a minimum of A2 size and should therefore be easy to read for those with visual impairments, that wheelchair symbols were featured on the map, and any routes with steps were marked.

**Beach wheelchairs**

Cllr R. Doney said he had identified a potential supplier for the floating wheelchair and officers were in the process of placing the order, with delivery expected within a few weeks.

**18/28/TCP      Minutes of the WWI Commemorations and Memorial Refurbishment Working Group meeting held on 22 June 2018**

The administrative officer said the poppy garden was now in place.

Proposed by Cllr S. Williams and seconded by Cllr S. Larcombe, the minutes of the WWI Commemorations and Memorial Refurbishment Working Group meeting held on 22 June 2018 were **RECEIVED**.

## 18/29/TCP Policy and Procedure for Events on Council-Owned Land

Cllr R. Doney said he was not in favour of banning events from taking place on council-owned land at peak times, as there was no evidence of any problems caused. He said if people wanted to hold new events at peak times, they should be considered on their merits.

Cllr S. Miller agreed and said he felt the proposed policy was unduly onerous, a view which was supported by several other members.

Cllr J. Broom said there was no intention to ban events, just to re-consider when they took place.

Cllr Mrs M. Ellis said the real issue was the handling of bookings, and the council should insist bookings are paid for in advance, or an event would not be allowed to go ahead.

Cllr S. Williams was concerned the town clerk would decide the charges for commercial organisations who used council-owned land.

Members agreed it should be included in the policy and procedure that this decision should be made in consultation with the chairmen of the Tourism, Community and Publicity, Town Management and Highways and Strategy and Finance Committees.

Members agreed a three-year rolling programme of events would be useful, but there was concern event organisers didn't necessarily know their dates and that new events wouldn't be known three years in advance.

Members agreed it should be included in the policy and procedure that new major events would not normally be approved unless six months' notice is given.

Some members were concerned the proposed event management plan template was onerous. It was suggested the plan was further reviewed, in consultation with some event organisers, and brought back to the next meeting of this committee.

Cllr J. Broom said the idea was to have a template that all event organisers could work from, and the proposed plan was considered to include all the information the council required. He said there was no reason to review the plan with event organisers.

Members went through the proposed policy and made the following amendments:

- 2.1 – the charge for commercial organisations who use council-owned facilities for events is at the discretion of the town clerk, in consultation with the chairmen of the Tourism, Community and Publicity, Town Management and Highways, and Strategy and Finance Committees.

- 2.1 – remove the following clause: no events will take place during school holidays and bank holidays, exceptions are Lifeboat Week, Regatta and Carnival Week, and Lyme Regis Fossil Festival.
- 2.1 – a rolling three-year forward plan of events will be held. The forward plan will be reviewed in autumn each year by the Tourism, Community and Publicity Committee and approved by the Full Council. New major events would not normally be approved unless six months' notice is given.

Members went through the proposed procedure and made the following amendments:

- Background – remove reference to 11 July 2018
- 1.2 – A three-year rolling programme will be compiled by the town clerk: in September each year, the town clerk will write to the organisers of new events who have expressed an interest in holding an event on council-owned land. Organisations who respond must provide an event summary.
- 1.3 – The three-year rolling programme will be reviewed in autumn each year by the Tourism, Community and Publicity Committee and approved by the Full Council. It may be necessary to approve the dates of events two years in advance. New major events would not normally be approved unless six months' notice is given.
- 1.4 – as amended in 2.1 of the policy.
- 1.5 – following the autumn decision of the Tourism, Community and Publicity Committee and Full Council, organisations will be notified if consent has been approved; there is no right of appeal against the decision of the Full Council.
- 1.6 – Any council facilities required for an event must be booked and paid for six calendar months in advance of the event.
- 1.11 – During major events, the operations manager, the deputy town clerk or the town clerk will be available or in attendance.
- 1.13 – Any material non-compliance will be reported to the Tourism, Community and Publicity Committee, which can make recommendations to the Full Council to ultimately disqualify an organisation from holding future events.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the policy and procedure for events on council-owned land, as amended by the Tourism, Community and Publicity Committee.

**18/30/TCP Promoting Lyme Regis**

Proposed by Cllr Mrs M. Ellis and seconded by Cllr J. Broom, members agreed to **RECOMMEND TO FULL COUNCIL** to instruct officers to obtain costs to produce the 2019 Lyme Regis guide based on 15,000, 17,500 and 20,000 copies and to bring this information back to the Tourism, Community and Publicity Committee on 10 October 2018 for members to consider.

**18/31/TCP I Love Lyme Day**

Cllrs P. Ridley, Mrs C. Reynolds and S. Larcombe volunteered to help on the day.

In response to a member question, the deputy town clerk said there was no specific budget allocated to support the event but the council had already agreed to underwrite the Red Arrows up to £15,000, so that amount was sitting in the budget, and the council had already agreed a budget of £3,000 for an air show, which had now been replaced with I Love Lyme Day.

Proposed by Cllr J. Broom and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to support the proposal for an 'I Love Lyme Day', to approve expenditure of up to £4,000 to provide a firework display and cover sundry expenses on 16 August 2018, and ask the Full Council at its meeting on 19 September 2018 to retrospectively approve a budget for this expenditure.

**18/32/TCP Youth Council at Woodroffe School**

Cllr P. Ridley asked if the youth council could include pupils from other schools and be a Lyme Youth Council.

Cllr Mrs C. Reynolds said the British Youth Council recommended it was linked with one school.

Some members were concerned about allocating a budget to the youth council. There were concerns the youth council could spend money on projects the town council wasn't in favour of.

Cllr Mrs M. Ellis said the youth council could come to the town council with a project so it could decide whether it wanted to contribute to or provide a budget for that project.

Cllr S. Miller suggested the youth council had an initial meeting, decide how it was going to proceed, and to come back to the council with a suggested budget for the projects they identified.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr J. Broom, members agreed to **RECOMMEND TO FULL COUNCIL** to support the setting up of a youth council at the Woodroffe School, to agree the youth council identifies projects and comes back to the council to request a budget, to agree the Tourism, Community and Publicity Committee is the youth council's principal link with the

council, and to agree Cllr Mrs C. Reynolds acts as the liaison between the town council and the youth council.

**18/33/TCP Mary Anning Statue**

Proposed by Cllr J. Broom and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to allow Cllr Mrs C. Reynolds to look into the possibility of installing a statue of Mary Anning in Lyme Regis and to report back to the Tourism, Community and Publicity Committee with further information.

**18/34/TCP Managing Consultation Exercises**

Members noted the report.

*The meeting closed at 8.30pm.*