



John Wright
Town Clerk

Lyme Regis Town Council

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Tourism, Community and Publicity Committee

Core Membership: Cllr K. Ellis (vice-chairman), Cllr C. Reynolds (vice-chairman), Cllr B. Bawden, Cllr J. Broom, Cllr R. Doney, Cllr M. Ellis, Cllr B. Larcombe, Cllr D. Ruffle, Cllr D. Sarson, Cllr G. Stammers, Cllr G. Turner, Cllr S. Williams

Notice is hereby given of a meeting of the Tourism, Community and Publicity Committee to be held on the Zoom video conferencing facility <https://us02web.zoom.us/j/87901282455> on Wednesday 24 March 2021 commencing at 7pm, when the following business is proposed to be transacted:

John Wright
Town Clerk
19.03.21

This is a formal council meeting, where the same standards of behaviour as normal are expected and all members are bound by the code of conduct.

This meeting will be 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 you wish to speak, please raise your hand and you will be invited to speak by the chairman, at which point your microphone will be unmuted.

Voting will also take place by show of hands and the chairman will indicate the votes have been noted.

If members have a pecuniary interest, they will be placed in the 'waiting room' where they cannot hear or participate in discussion and voting.

*Members of the public can make representations at the beginning of the meeting in the usual way. **To ensure the smooth running of the meeting, members of the public are asked to provide advance notice and details of the issue they intend to raise.***

If technical issues occur, the meeting may be paused to re-establish a connection. If a technological failure prevents the public from accessing the meeting or the meeting is no longer quorate, the chairman may adjourn the meeting.

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 Tourism, Community and Publicity Committee meeting held on 10 February 2021

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 minutes of the previous meeting held on 10 February 2021

To update members on matters arising from the previous 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 previous meeting.

7. Update Report

There are no updates.

8. Improvements to Beach Hut Booking System

To allow members to consider improvements to the beach hut booking system on the town council website and the budgetary implications

9. Lyme Regis Museum Grant Review

To inform members of Lyme Regis Philpot Museum's compliance with its grant submission and to allow members to consider future grant payment to the museum

10. B Sharp Grant Review

To inform members of B Sharp's compliance with its grant submission and to allow members to consider future grant payment to B Sharp

11. The Hub Grant Review

To inform members of The Hub's compliance with its grant submission and to allow members to consider future grant payment to The Hub

12. Lyme Arts Community Trust Grant Review

To inform members of Lyme Arts Community Trust's compliance with its grant submission and to allow members to consider future grant payment

13. Bridport and District Citizens' Advice Bureau Grant Review

To inform members of Bridport and District CAB's compliance with its grant submission and to allow members to consider future grant payment to the CAB

14. Axe Valley and West Dorset Ring and Ride Service Ltd Grant Review

To inform members of Axe Valley and West Dorset Ring and Ride's compliance with its grant submission and to allow members to consider future grant payment to Axe Valley and West Dorset Ring and Ride

15. LymeForward CIC Grant Review

To inform members of LymeForward CIC's compliance with its grant submission, and to allow members to consider future grant payment to LymeForward CIC

16. Sculpture Trail in Lister and Langmoor Gardens

To allow members to consider the current situation with the sculpture trail in Lister and Langmoor Gardens

17. Managing Consultation Exercises

To inform members of recent, upcoming and ongoing public consultations and the decisions made following consultation

18. Exempt Business

LYME REGIS TOWN COUNCIL

TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 10 FEBRUARY 2021

Present

Chairman: Cllr K. Ellis

Members: Cllr C. Reynolds, Cllr B. Bawden, Cllr J. Broom, Cllr B. Larcombe, Cllr D. Ruffle, Cllr D. Sarson, Cllr G. Stammers, Cllr G. Turner, Cllr S. Williams, Cllr M. Ellis

Officers: A. Mullins (support services manager), K. Weekley (administrative officer)

Absent: Cllr R. Doney

20/56/TCP Public Forum

There were no members of the public who spoke at this time, however, J. Sheppard spoke at item 8.

20/57/TCP Apologies

Cllr R. Doney

20/58/TCP Minutes

Cllr B. Bawden said Cllr C. Reynolds was not shown in the minutes as attending but was at the meeting.

Proposed by Cllr B. Larcombe and seconded by Cllr D. Sarson, the minutes of the meeting held on 11 March 2020, with the above amendment, were **ADOPTED**.

20/59/TCP Disclosable Pecuniary Interests

There were none.

20/60/TCP Dispensations

There were none.

20/61/TCP Matters arising from the minutes of the previous meeting held on 11 March 2020

Town signage

Cllr B. Bawden asked about the Discover Lyme Regis Trail and the signage for that.

The support services manager said it was all part of the contract, the main sign at Bell Cliff would be replaced and the new signs would hopefully be in place by February half term. The node signs at the 10 points around town would follow. She said there was a little bit of work to do as consent needs to be given by landowners as one of the nodes

positioned by the harbour would need consent from Dorset Council or RNLI, but this is all part of the contract and was in the process of being done.

Cllr B. Bawden asked if the council had any say in the design and look of the signs.

The support services manager said the signs were nodes with a number and QR code which would link to the website for more information.

Cllr B. Larcombe asked for an audit of all signage, particularly on the seafront and for old and out-of-date signage to be removed.

The support services manager said the external works' team could do an audit of the signs.

Cllr B. Larcombe asked for the number of A-Boards to be included in this audit. He said discussions with Dorset Council included the town council's enforcement officers being able to control the A-Boards and the town clerk was pursuing this.

Cllr M. Ellis said the council should check its leases with commercial tenants to see if there was anything that would control the A-Boards and suggested this should be included in leases in future.

Sculpture Trail and Langmoor and Lister Gardens

The support services manager said the three-year contract was ending and the Arts Development Company had been trying to secure sponsorship but had been hindered by the pandemic. She said the deputy town clerk had met with the Arts Development Company and confirmed the existing sculptures were safe and would be funded until August 2021. She added the deputy town clerk would meet with them again at the end of February and would report back at the next meeting.

Cllr B. Larcombe asked if the Arts Development Company had found the match funding.

The support services manager said the deputy town clerk had seen evidence that the funding was in place therefore the council provided the funding, but anything from August onwards would be subject to a new agreement.

Map-based marketing proposal

The support services manager updated the members on the advertising income for the Discover Lyme Regis Map and the website, which was estimated at £12,000 but only managed to achieve £4,280 which was considerably less and probably due to the pandemic.

Social Media Campaign

The support services manager said the media campaign would normally be run through a company called RH Advertising. As it was not appropriate to market the area under the circumstances, this had been suspended and would remain so until the situation had changed. If it was resumed, then it would follow the messages of Visit Dorset and Visit England.

Green Dog Walkers Scheme

The support services manager said the scheme had been supported by putting information on the website and on social media.

She said the operations manager had investigated putting more bins at Monmouth Beach, Middle Mill and Church Cliff Walkway but he had not been able to find a suitable place at Monmouth Beach as the tenants didn't want a bin near their property. Feedback had been that the current location was too rocky, but when they have been removed in the past, complaints have been received that the bins were too far away.

The support services manager said Middle Mill was private land, but the operations manager had made enquiries with Dorset Council about Church Cliff Walkway. She went said the bins would cost £368 plus VAT and collection costs and as currently the town council had suspended non-contractual expenditure, she asked if this was something members wished to pursue.

Members discussed whether Middle Mill was private or public land, but Cllr G. Turner confirmed Richard Trim owned the land. Members agreed there needed to be more bins in this location.

Cllr J. Broom asked if the bin at Slopes Farm was still possible.

The support services manager confirmed Slopes Farm was still being investigated.

It was pointed out bins had been moved at Monmouth Beach and members asked that they were returned to the original position.

Plastic Free Logo

The support services manager said the plastic free logo had been added to the e-mails and on the footer of every page on the council website. She said there was no budget for the new signs which were previously agreed and asked the members if this was something to pursue now or at a future date.

Cllr B. Bawden asked if it could be considered as part of the audit.

The support services manager said this was about creating new signs rather than the numbers of existing signs.

Members agreed this project should be put on hold until the council was in a stronger financial position.

20/62/TCP Update Report

There are no updates.

20/63/TCP Queen's Platinum Jubilee and Jazz Jurassica

The chairman invited J. Sheppard, organiser of Jazz Jurassica, to speak on this item.

J. Sheppard said she would like the town council and Jazz Jurassica to work together for the Queen's Platinum Jubilee, which would take place from 2 to 5 June 2022. She explained that there were two elements to the festival; the first took place at the Marine Theatre and was ticketed and self-supporting; the second was a programme of events which would take place in the shelters and around town in places such as pubs and restaurants. She said the events would be community-based and predominately for local people, including singalongs and workshops which would be tailored to the audience and age related.

Members agreed it would be sensible to co-ordinate the two events and for the council, Jazz Jurassica and other local organisations to work together on the programme.

Cllrs D. Sarson, C. Reynolds, K. Ellis, M. Ellis and B. Larcombe expressed an interest in joining the working group.

Cllr K. Ellis said it had been suggested three members would be sufficient although it was acknowledged it was unlikely every member would be able to attend all the meetings.

Cllr M. Ellis left the meeting at 7.40pm

Proposed by Cllr. B. Larcombe and seconded by Cllr G. Turner, Members agreed to **RECOMMEND TO FULL COUNCIL** to work with the organisers of Jazz Jurassica to develop a joint programme of events for the Queen's Platinum Jubilee in June 2022, to agree the residents weekend objective if re-prioritised and the proposed £8,000 budget is made available for the events, and appoint Cllrs D. Sarson, C. Reynolds, K. Ellis, M. Ellis and B. Larcombe to the working group to help plan the events.

20/64/TCP Tourism Microsite

The support services manager said the content needed to be re-written and three members would be the optimum number of members to work on it.

It was agreed Cllrs B. Bawden, C. Reynolds and D. Sarson would work with officers on this project.

Proposed by Cllr K. Ellis and seconded by Cllr G. Stammers, Members agreed to **RECOMMEND TO FULL COUNCIL** that Cllr B. Bawden, Cllr C. Reynolds and Cllr D. Sarson work with officers on the development of the new tourism microsite.

20/65/TCP Town Mill Stakeholder Questionnaire

The support services manager stressed that the nominated members would need to meet the time constraint of 19 February 2021.

Cllr B. Larcombe felt members needed to be clear on how much support the council was willing to give to the Town Mill.

Cllr C. Reynolds was concerned that as the Town Mill was a money-making business, the council should not be contributing to it.

The support services manager said there was no suggestion of anything other than a view from a local stakeholder but couldn't comment on future contribution or expectations.

Cllr B. Bawden said she would be happy to help on the basis that there were no expectations of current or future financial support.

Proposed by Cllr K. Ellis and seconded by Cllr B. Larcombe, Members agreed to **RECOMMEND TO FULL COUNCIL** Cllr B. Bawden should work with the deputy town clerk on the Town Mill stakeholder questionnaire and circulate the response to members.

20/66/TCP Diary of Major Events 2021

The support services manager said the officers did not view this as a firm calendar as Covid-19 restrictions may mean some of these events would not go ahead. She said the Carols Round the Christmas Tree event had been changed from the previously advertised 22 December to 23 December 2021.

The support services manager said Landance was an arts' event involving music and dance in different areas around the town.

Cllr B. Larcombe asked if events were cancelled due to Covid-19, would there be an expectation to be placed later in the year as this would affect other commitments.

The support services manager said if an event was cancelled, they would not automatically be moved to another time unless the diary was free but there was no expectation and the council wouldn't allow an event to clash.

Members agreed that if an event had to be cancelled, they should be offered alternative dates on a first-come-first-served basis.

Cllr B. Bawden said members had previously agreed the free parking dates with Dorset Council in line with the Totally Locally events, so if an event was changed to one of these dates, the loss of parking income could be more significant.

20/67/TCP Lyme Regis Community Support

Cllr C. Reynolds talked about the support group and what they had done over the last year, including soup runs on top of all the usual shopping and everyday requests. She said it was transitioning to becoming a Charitable Incorporated Organisation (CIO).

Cllr B. Bawden thanked Cllr C. Reynolds for all the hard work and also thanked the support services manager and administrative assistant. She said it had become much busier since the third lockdown, with more liaising and more complex enquiries received.

Cllr K. Ellis said well done to everyone involved.

20/68/TCP Managing Consultation Exercises

The support services manager informed the council of another consultation, the new Dorset Traffic Regulation order which had come in after the agenda had gone out. This would go out via the briefing and on the council's social media.

Cllr M. Ellis returned to the meeting at 8.05pm

Cllr B. Bawden said the Local Plan was a really good thing which she was doing lots of work on and was happy to share.

The support services manager said the Local Plan would be discussed at the next Planning Committee meeting on 16 February 2021 and this had been advertised.

The meeting closed at 8.08pm.

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Matters arising from the minutes of the previous meeting held on 10 February 2020

Purpose of Report

To update members on matters arising from the previous 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 previous meeting.

Recommendation

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

Report

20/61/TCP – Matters arising from the minutes of the previous meeting held on 11 March 2020

Town signage

An audit of signs was carried out by the operations manager and a report considered by the Town Management and Highways Committee on 17 March 2021.

The main sign at Bell Cliff as part of the Discovery Trail is now in place. The joints on the frame were fixed, rotten ply panels replaced and the whole surround repainted.

Coastline Creative is still in talks with Dorset Council (DC) about the installation of the node signs in areas it owns. Some of the locations are proving a problem for DC to agree where the signs can be installed. Officers have offered to intervene if necessary.

20/63/TCP – Queen's Platinum Jubilee and Jazz Jurassica

Contact has been made with the organiser of Jazz Jurassica to set up the first meeting. It is intended numbers will be kept to a minimum for the first meeting, with only two officers, the nominated members, the organiser of Jazz Jurassica, Alan Vian and possibly the Marine Theatre invited to attend or we run the risk of having too large a group. Other organisations can be pulled in as necessary.

20/64/TCP – Tourism Microsite

The support services manager met with Simple View and Visit Dorset on Friday for an update on the build of the new Visit Dorset site, which will then inform the build of the Lyme Regis site.

Simple View is in the process of migrating from the European content management site (CMS) to the American CMS and discussions have been taking place between Simple View and Visit Dorset about which platform the new website would be built on. It has been decided the US platform will be used as it is future-proof, it can do all the critical functions to European platform can do and is more flexible. It was also felt any future investment will be in the US platform, which would make any future functionality available to us.

Due to these discussions taking place, the launch of Visit Dorset has been delayed from May until end-June/early-July. This will have knock-on effect on the Lyme Regis site as the build cannot start until the parent site is underway. As such, the build of the Lyme Regis site will begin in June, instead of April, for launch in August, instead of May.

As our current contract extension ends in May, Simple View is reviewing the agreement as the delay is on their part. A verbal update on the contract position will be given at the meeting.

Visit Dorset, and therefore the Lyme Regis microsite, will be the first site in Europe built on the US platform. As a flagship site, there will be good publicity and a lot of attention drawn, which will have a positive knock-on effect for our site,

The service level agreement with DC for the management of the microsite has not yet been received; it has been drafted but has been stuck with DC's legal team and is expected to be with us by the time of the meeting.

The support services manager is in the process of setting up a meeting with the three nominated members, Cllrs Reynolds, Sarson and Bawden, to start reviewing the content on the existing site.

20/65/TCP – Town Mill Stakeholder Questionnaire

The council's response to the questionnaire was formulated by Cllr B. Bawden and the deputy town clerk and following circulation to members, was submitted to the Town Mill on 19 February 2021, as required.

20/66/TCP – Diary of Major Events 2021

Since the last meeting, the Easter Bonnet Parade scheduled to take place on Easter Sunday, 4 April, has been cancelled. There will instead be a virtual parade, which will take place at 3pm on the carnival Facebook page.

The Fossil Festival, scheduled to take place on 1 and 2 May has also been cancelled and will instead be held virtually on the fossil festival website.

Adrianne Mullins
Support services manager
March 2021

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Update Report

Purpose of the Report

To update members on issues considered at previous meetings

Recommendation

Members note the report

Report

eat:Lyme Regis

The food festival is currently going ahead as planned on 24 April 2021. A stakeholder meeting to discuss the finer details is taking place on 23 March 2021 and any updates will be provided verbally to the meeting.

Seafront Wifi

As part of ongoing systems maintenance, transmitters to the seafront WiFi system will be changed to a new and more secure model. This work should take place shortly. The back office information will also be upgraded to allow real-time information about levels and type of usage, which can then inform ongoing decisions about bandwidth restrictions, etc.

The secure link to the amenities hut which enables card and contactless payment will not be affected other than also benefitting from improved security.

Adrianne Mullins
Support services manager
March 2021

Mark Green
Deputy town clerk

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Improvements to Beach Hut Booking System

Purpose of Report

To allow members to consider improvements to the beach hut booking system on the town council website and the budgetary implications

Recommendation

Members approve the proposed changes to the beach hut booking system on the town council website, and the re-allocation of the 2021-22 social media campaign budget for this purpose

Background

1. The current town council website was launched in April 2019 and the beach hut booking system was launched in October 2019, both built by Blue Level based in Swanage. The beach hut booking system was a bespoke system.

Report

2. After using the beach hut booking system for over two years and having gone through two beach hut booking days, it is felt there could be some improvements to make the system more user-friendly for both the staff and customers.
3. Several meetings have taken place between administrative staff and Blue Level to determine what improvements are needed. Many of the updates are seen as weaknesses in the build, which will be implemented at no cost to the council.
4. Other improvements are seen as additional features as they were not included in the original design brief due to budget constraints. There was always an acknowledgement there could be more features added down the line as a second 'phase' of the system.
5. The four key requirements for the next phase of the system are:
 - Functionality to edit bookings in the admin area
 - Functionality for users to make multiple bookings in one go (a basket system)
 - An export feature to track orders, bookings and occupancy data (an auditor requirement)
 - A Gateway Card discount check
6. Blue Level is keen to make the system as functional as possible as they have also invested a lot of time and effort into building a bespoke system which addresses all the quirks of our booking process, such as seasonal packages, resident discounts and key code generation.
7. As such, Blue Level is willing to absorb half of the development time and reduce the day rate. This would result in a total cost of £4,675 plus VAT for the four key requirements, as well as three other small fixes we'd like to make.
8. The 2021-22 budget includes £5,000 for the website, although this covers both the tourism and town council website. This budget has already been allocated to the development of the

tourism microsite so there is no budget remaining for the beach hut booking system improvements.

9. However, the 2021-22 budget includes £2,000 for a social media campaign. It is highly unlikely the campaign will run this year due to the continuing restrictions and the caution needed in promoting the town.
10. It is therefore suggested the £2,000 is re-allocated to the system improvements, with the remainder coming from the office expenditure budget as the improvements will be of significant benefit to the office staff.
11. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

Adrianne Mullins
Support services manager
March 2021

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Lyme Regis Museum Grant Review

Purpose of Report

To inform members of Lyme Regis Philpot Museum's compliance with its grant submission and to allow members to consider future grant payment to the museum

Recommendation

Members approve continued grant payments to Lyme Regis Philpot Museum

Background

1. On 4 February 2020, the council approved a three-year term grant for Lyme Regis Philpot Museum. The value of the grant is £7,000 per annum.
2. The original application from the museum was to support its range of family events and activities, free to children and the immediate families from St Michael's and Mrs Ethelston's schools.
3. Because of Covid-19 restrictions, the museum was unable to pursue this project and submitted a revised proposal for grant funding, which was considered by the Full Council on 26 August 2020.
4. The new project was focused on local children and was for 2020 and 2021, only, themed around the museum's centenary in 2021. Members approved the request to change the purpose of the grant in year one.
5. The museum anticipated the original project would go ahead as planned in years two and three (2021-22 and 2022-23) and would therefore revert to the original term grant of £7,000pa for the remaining two years.
6. On 25 January 2021, the museum director emailed the town clerk to request a deferral of the 2020-21 payment until early 2021-22 as Covid-19 meant they couldn't work with the children until restrictions allowed. The town clerk approved the deferral.
7. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because Covid-19 lockdown measures and subsequent operating restrictions has meant the museum, like other grant recipients, has not been able to comply with its grant application objectives.

Report

8. On 11 February 2021, a grant review meeting took place between Lyme Regis Philpot Museum¹ and the town council².
9. The museum was closed during the November lockdown, re-opened for four days a week during December, and has been closed since just before Christmas. The aim is to re-open in late-spring when staff have hopefully been vaccinated and with limited numbers in the building, and for fossil walks to resume as soon as possible in line with regulations.

¹ David Tucker, director, and Dorothy Wood, trustee

² Adrienne Mullins, support services manager

10. The museum said it hopes at the end of April to run three projects at The Hub: working with local schoolchildren on a project about Thomas Coram; Saturday morning art sessions with local artist Darrel Wakelam; and drawing sessions for older residents with local artist Christine Allison. Since the meeting, the museum director said these activities were now expected to take place in June, in line with the easing of restrictions.
11. The museum has drawn on its reserves and developed a funding strategy based on the expectation there will not be a profitable month between now and April 2022. The museum is using its reserves to offset a projected budget deficit of £70,000 for 2020-21.
12. The museum is confident it will get through to 2022 in a robust position and has successfully obtained grants of £60,000 from the Arts Council, and two local authority grants totalling £30,000. It has also taken advantage of the Coronavirus Job Retention Scheme, with 3.6 FTE staff currently furloughed.
13. The museum's recovery plan envisages 2021-22 being a transition year, with the museum being open but events held at The Hub or Marine Theatre. The expectation is the museum will function as normal in 2022-23.
14. The museum confirmed there were no governance, health and safety, or safeguarding issues.
15. Although the museum has not acted entirely in accordance with its grant submission, the reasons for non-compliance are understandable. Despite the operational difficulties it has faced, the museum has kept the council informed of its progress with the project and sensibly requested a deferral of payment to early-2021-22. The council should therefore continue to provide grant funding.
18. The museum has a firm plan to return to 'normality' and when service delivery arrangements are finalised, a grant agreement will be drafted. Until such time, the council's grant funding position will be confirmed in writing to the museum.
19. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

Adrianne Mullins
Support services manager
March 2021

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: B Sharp Grant Review

Purpose of Report

To inform members of B Sharp's compliance with its grant submission and to allow members to consider future grant payment to B Sharp

Recommendation

Members approve quarterly grant payment to B Sharp in April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant for B Sharp. The value of the grant is £5,000 per annum.
2. The purpose of the grant is to, 'Subsidise the Young Music Leadership Programme, Hub Jams, and Beatbox; to support administration, monitoring and evaluation of the programme; to support strategic development; to unlock investment from other organisations'.
3. Quarterly grant payments of £1,250 were issued to B Sharp in April and July 2020.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because of Covid-19 lockdown measures and subsequent operating constraints has meant B Sharp, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 10 September 2020, a grant review meeting took place between B Sharp and town council representatives.
6. B Sharp reported Covid-19 had adversely impacted on its business: face-to-face tuition and partnership working with schools, colleges and support groups ceased in mid-March 2020. The overall lack of trading had produced a significant reduction in B Sharp's fee and event income; B Sharp's 2020-21 income has been reduced from £128,326 to £68,716.
7. To reduce costs, B Sharp closed its office, reduced its chief executive and administrator's hours, took book-keeping in-house, appointing a volunteer accountant, received a discretionary grant from Dorset Council and successfully applied to the government's job retention scheme.
8. As a substitute for normal activity, B Sharp provided 43 students with free online tuition, organised an online busking festival which was attended by 500 participants and signed up 80 to its new early years' Facebook group, Little Bs; Early Bs is a 0-5 years' old group.
9. B Sharp's scaled-down operation was made possible by the continued support of its principal grant provider, Youth Music.
10. In the short-term, B Sharp wanted to concentrate its activities in Lyme Regis and confirmed face-to-face student contact would re-commence twice a week on 15 September 2020 at The

Hub. B Sharp also confirmed digital online tuition would continue. Reduced hours would continue for its chief executive and administrator.

11. B Sharp was optimistic most of its students would return.
12. Although B Sharp have not acted entirely in accordance with their grant submission, the reasons for non-compliance are understandable and on 23 September 2020, members resolved to approve future grant payment to B Sharp.

Report

13. On 11 February 2021, a grant review meeting took place between B Sharp³ and the town council⁴.
14. B Sharp confirmed face-to-face sessions re-started in September 2020 as planned in small groups and ran for the whole term, except during the November lockdown. Since January 2021, all activity has been online, with three interactive sessions per week.
15. In place of an end-of-term performance, the students did a radio show which was broadcast on Lyme Bay Radio.
16. B Sharp said attendance had dropped but they were staying in contact with all their students, although some were reluctant to use Zoom.
17. B Sharp have been putting more emphasis on working with schools and pre-schools but as they are currently not allowed to attend the schools, they are developing resources for children in key stages 1 and 2 to do at home. They are also working with three local pre-schools on delivering live sessions when restrictions allow.
18. Resources which were made available on their website during the first lockdown continue to be available.
19. B Sharp has submitted the first stage of a three-year funding bid to Youth Music⁵ and are waiting to hear if they have progressed to the second round.
20. Staff are still on part-time furlough and will continue to be so for as long as the scheme is available. To make further savings, B Sharp has given temporary notice on their office and the trustees are picking up more of the work.
21. B Sharp has secured a three-year funding agreement of £5,000pa from Dorset Council.
22. B Sharp is concerned about how long they can sustain online engagement but once restrictions allow, they have several projects for which funding has already been secured and ring-fenced, including the Busking Festival, working with the Marine Theatre on young people's performance at the venue, and its work with schools and pre-schools. They hope face-to-face sessions can resume after Easter, supported by virtual interaction.
23. B Sharp confirmed there were no governance, health and safety, or safeguarding issues.
24. Although, B Sharp has not acted entirely in accordance with its grant submission, the reasons for non-compliance are understandable. Despite the operational difficulties it has faced,

³ Ruth Cohen, chief executive

⁴ Cllr Belinda Bawden, town council appointment; Adrienne Mullins, support services manager; John Wright, town clerk

⁵ Youth Music currently provide B Sharp with an annual grant of £33,000. The grant agreement expires in July 2021

services have been continuing online, with some face-to-face sessions when restrictions allowed, so the council should continue to provide grant funding.

25. B Sharp is making clear plans to return to 'normality' and when service delivery arrangements are finalised, a grant agreement will be drafted. Until such time, the council's grant funding position will be confirmed in writing to B Sharp.
26. Any recommendations from this committee will be considered by the full council on 14 April 2021.

Adrianne Mullins
Support services manager
March 2021

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: The Hub Grant Review

Purpose of Report

To inform members of The Hub's compliance with its grant submission and to allow members to consider future grant payment to The Hub

Recommendation

Members approve quarterly grant payment to The Hub for April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant for The Hub⁶. The value of the grant is £10,000 per annum.
2. The purpose of the grant is to 'contribute towards the core running costs of the building. To keep the lights on and the doors open for young people of Lyme Regis and the surrounding areas'.
3. Quarterly grant payments of £2,500 were issued in April, July and October 2020 and January 2021.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because Covid-19 lockdown measures and subsequent operating restrictions has meant The Hub, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 14 September 2020, a grant review meeting took place between The Hub and the town council. Further information about The Hub's activities and finances was supplied on 16 September 2020 and reviewed by the development trust's chief executive and the town clerk on 15 October 2020.
6. The Hub reported Covid-19 had adversely impacted on its ability to deliver youth services and its impact on income for 2020-21 was estimated at £11,869, i.e., The Hub's budgeted income of £34,068 has been revised down to £22,199 at 31 March 2021. The Hub had a revised budget surplus of £770 at 31 March 2021.
8. The Hub opened again on 7 September 2020: the building was being used by B Sharp and the kickboxing group. Under 11s football was scheduled to commence in November 2020 and work was taking place with Woodroffe students to produce radio shows aimed at the senior school age group⁷.
9. Other youth-centred planned in the autumn included music, video and podcasting courses, and a gaming club. The development trust was also working with a qualified archery instructor to create a Saturday morning group for youth archery. They were applying to Sport England and others for funding for equipment, with the intention being that the group would become standalone, i.e. not run by the trust.

⁶ The Hub is run by Lyme Regis Development Trust

⁷ The first programme was broadcast w/c 10 October 2020.

10. The youth club aimed to be operating in November 2020 and were working with Dorset Youth Association to ensure it could return in a safe and appropriate manner.
11. Although The Hub has not acted entirely in accordance with its grant submission, the reasons for non-compliance are understandable and on 21 October 2020, members resolved to approve future grant payments to The Hub.

Report

12. On 22 February 2021, a grant review meeting took place between The Hub⁸ and the town council⁹.
13. The Hub explained its autumn 2020 plans were disrupted and largely shelved following lockdown announcements on 31 October 2020.
14. The Hub said it was still working on music, video, and podcasting courses; a gaming club; archery; and pre-booked drop-in/telephone support for youth mental health issues.
15. The Hub detailed the development trust's governance arrangements, re-stated its financial position, and confirmed there were no safeguarding or health and safety issues. Following the meeting, the development trust's chief executive provided the town clerk with details of the trust's governance and staffing structures.
16. The town clerk said over the next few months the council expected grant funded organisations to firm up plans to return to 'normality' and when service delivery arrangements are finalised, he would draft a grant agreement. Until such time, the council's grant funding position would be confirmed in writing to The Hub.
17. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

John Wright
Town clerk
March 2021

⁸ Sue Howard, chairman, and Chris Tipping, chief executive officer, represented The Hub

⁹ Adrianne Mullins, support services manager, and John Wright, town clerk represented the town council

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Lyme Arts Community Trust Grant Review

Purpose of Report

To inform members of Lyme Arts Community Trust's compliance with its grant submission and to allow members to consider future grant payment

Recommendation

Members note the report and approve quarterly grant payment to Lyme Arts Community Trust in April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant for Lyme Arts Community Trust (LACT, also referred to as Marine Theatre). The value of the grant is £22,000 per annum.
2. The purpose of the grant is to support Marine Theatre's cultural programme and core costs not met by self-generated income or other grant funding.
3. Quarterly grant payments of £5,500 were issued in April and July 2020.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because Covid-19 lockdown measures and subsequent operating constraints has meant LACT, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 8 September 2020, a grant review meeting took place between LACT and town council representatives.
6. At that meeting, LACT reported Covid-19 had adversely impacted on its business and the theatre had temporarily closed. At that point in time, LACT planned to re-open the theatre in April 2021.
7. LACT said the town council's grant funding was being used to support the continued operation of the theatre and its plans to raise a reserve of £30,000 to finance the theatre's re-opening.

Report

8. On 23 February 2021 a grant review meeting took place between LACT¹⁰ and the town council¹¹.
9. LACT explained its autumn 2020 plans were disrupted and largely shelved following lockdown announcements on 31 October 2020.

¹⁰ Nigel Clegg, chairman, Gabrielle Rabbitts, director, and Claudia Betterman, finance manager

¹¹ Cllr David Ruffle, town council appointment, Adrienne Mullins, support services manager, and John Wright, town clerk

10. LACT said it had applied for and received a £35,000 emergency fund grant from the Arts Council, a £15,000 cultural recovery fund grant and job retention scheme funding. LACT also received government funding through Dorset Council at the beginning of the pandemic and had secured several other small grants. LACT said Dorset Council had confirmed grant funding at £10,000pa for the next three years.
11. LACT said their 2021-22 budget was modelled on no income until September 2021 and was viable.
12. LACT said it had continued to mothball its operation and aimed to start restricted performances from 17 May 2021. External performances included Jazz Jurassica, and Lyme Crime Fiction Festival. Further planning was taking place for re-opening on 21 June 2021 when current social distancing measures are removed.
13. LACT said there had been two trustee resignations, and financial and operating risks had been accounted for.
14. The town clerk said over the next few months the council expected grant funded organisations to firm up plans to return to 'normality' and when service delivery arrangements are finalised, he would draft a grant agreement. Until such time, the council's grant funding position would be confirmed in writing to LACT.
15. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

John Wright
Town clerk
September 2020

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Bridport and District Citizens' Advice Bureau Grant Review

Purpose of Report

To inform members of Bridport and District CAB's compliance with its grant submission and to allow members to consider future grant payment to the CAB

Recommendation

Members approve quarterly grant payments to Bridport and District Citizens' Advice Bureau in April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant for Bridport and District Citizens' Advice Bureau (CAB). The value of the grant is £4,500 per annum.
2. The purpose of the grant is to provide a weekly outreach service at one or more locations in Lyme Regis.
3. Quarterly grant payments of £1,125 were issued in April and July 2020.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because Covid-19 lockdown measures and subsequent operating restrictions has meant the CAB, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 8 September 2020, a grant review meeting took place between Bridport and District CAB and the town council.
6. The CAB reported Covid-19 had adversely impacted on the availability of its volunteer workforce; a significant number of its volunteers are over 70 years' old.
7. To provide a service to its clients, the CAB said it had revised its operation:
 - volunteers were working remotely
 - greater emphasis was placed on the Dorset advice line and email contact
 - webchat had been introduced for universal credit enquiries
 - a limited drop-in service was introduced in Bridport on 21 July 2020.
8. The drop-in service along with video conferencing marked phase 1 of the CAB's re-opening. The CAB's intention in phase 2 was to expand its video conferencing facility and to consider how outreach work could operate.
9. At that meeting, the CAB asked if it could use part of the council's office for 2-3 hours a week; this would allow it to operate with one member of staff. The council built this request into the re-design of its ground floor office.

Report

10. On 26 February 2021, a grant review meeting took place between Bridport and District Citizens Advice Bureau¹² and the town council¹³.
11. The CAB explained its autumn 2020 plans were disrupted and partly shelved following lockdown announcements on 31 October 2020. Phone and email contact were available to clients, video conferencing hadn't been progressed and there was no face-to-face contact.
12. The CAB said the number of clients it had seen had reduced: 98 between 1 April 2020 and 25 February 2021.
13. The CAB said official guidance was face-to-face contact would recommence on 21 June 2021.
14. The CAB was notified an interview room was now available for use at the council's offices. Representatives of the CAB subsequently visited the office on 15 March 2021 to see the room and were satisfied it would fit with their requirements.
15. The CAB said Dorset Council had committed to a five-year grant funding agreement: funding was at the existing level and would not be adjusted for inflation.
16. The CAB confirmed there were no governance, health and safety, or safeguarding issues.
17. Although, the CAB has not acted entirely in accordance with its grant submission, the reasons for non-compliance are understandable. Despite the operational difficulties it has faced, Lyme Regis residents have received a service from the CAB and the council should continue to provide grant funding.
18. The town clerk said over the next few months the council expected grant funded organisations to firm up plans to return to 'normality' and when service delivery arrangements are finalised, he would draft a grant agreement. Until such time, the council's grant funding position would be confirmed in writing to Citizens' Advice Bureau.
19. Any recommendations from this committee will be considered by the full council on 14 April 2021.

John Wright
Town clerk
March 2021

¹² Tony Roberts, chairman and Rovarn Wickremasinghe, manager

¹³ Cllr Stan Williams, town council appointment, Adrienne Mullins, support services manager, John Wright, town clerk

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Axe Valley and West Dorset Ring and Ride Service Ltd Grant Review

Purpose of Report

To inform members of Axe Valley and West Dorset Ring and Ride's compliance with its grant submission and to allow members to consider future grant payment to Axe Valley and West Dorset Ring and Ride

Recommendation

Members approve quarterly grant payments to Axe Valley and West Dorset Ring and Ride in April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant for Axe Valley Ring and Ride. The value of the grant is £1,500 per annum.
2. The purpose of the grant is to subsidise community transport to the elderly, disabled, isolated, parents with children, and the poor.
3. Quarterly grant payments of £375 were issued in April, July and October 2020, and January 2021.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because of Covid-19 lockdown measures and subsequent operating restrictions has meant the Axe Valley and West Dorset Ring and Ride Service, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 10 September 2020, a grant review meeting took place between Axe Valley and West Dorset Ring and Ride and the town council.
6. At that meeting, ring and ride reported it ceased operation on 23 March 2020 and re-commenced a Covid-secure operation on 4 August 2020. Ring and Ride said Covid-19 had adversely impacted on the availability of its volunteer workforce and drivers had had to be shielded. Ring and Ride also said a Covid-secure operation had reduced its fare income by 50%.
7. Ring and Ride said it had successfully applied to the government job retention scheme, received a £10,000 business support government grant and a £10,000 Lottery grant.
8. In a further conversation with ring and ride's co-ordinator on 14 October 2020, the town clerk was informed a further £5,000 had been received from Dorset Council's Coronavirus Community Fund and £15,000 had been awarded by the Post Code Neighbourhood Trust.
9. Ring and Ride said it was confident it would produce a balanced budget for the 2020-21 financial year.

Report

10. On 1 March 2021, a grant review meeting took place between Axe Valley and West Dorset Ring and Ride¹⁴ and the town council¹⁵.

¹⁴ Axe Walley and West Dorset Ring and Ride was represented by Sandra Ward

11. Axe Valley and West Dorset Ring and Ride said following reopening on 4 August 2020, its operation had been suspended again following lockdown announcements on 31 October 2020.
12. Ring and ride confirmed none of its grant funding had been withdrawn, it would produce a balanced budget and it hoped to resume services in April 2021. Again, ring and ride said it was disappointed at Dorset Council's decision to withdraw its £5,000pa grant.
13. Ring and ride said Devon Council had escalated driver vaccination in line with other care workers and this should help service resumption.
14. Ring and ride said there were no governance, health and safety or safe- guarding issues. It confirmed its trustees would meet in March 2021.
15. Although, Axe Valley and West Dorset Ring and Ride has not acted entirely in accordance with its grant submission, the reasons for non-compliance are understandable and the council should continue to provide grant funding.
16. The town clerk said over the next few months the council expected grant funded organisations to firm up plans to return to 'normality' and when service delivery arrangements are finalised, he would draft a grant agreement.
17. Until such time, the council's grant funding position would be confirmed in writing to Axe Valley and West Dorset Ring and Ride.
18. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

John Wright
Town clerk
March 2021

¹⁵ The town council was represented by Cllr Stan Williams, member liaison, Adrienne Mullins, support services manager, and John Wright, town clerk

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: LymeForward CIC Grant Review

Purpose of Report

To inform members of LymeForward CIC's compliance with its grant submission, and to allow members to consider future grant payment to LymeForward CIC

Recommendation

Members note the report and approve quarterly grant payments to LymeForward CIC in April and July 2021

Background

1. On 4 February 2020, the council approved a five-year term grant to LymeForward CIC. The value of the grant is £10,000 per annum.
2. The purpose of the grant is to, 'contribute to core costs to enable services at the current level and work towards becoming self-sustainable'.
3. Quarterly grant payments of £2,500 were issued in April, July and October 2020, and January 2021.
4. Normally, a grant agreement would support this allocation. However, a grant agreement has not been issued because Covid-19 lockdown measures and subsequent operating constraints has meant LymeForward, like other grant recipients, has not been able to comply with its grant application objectives.
5. On 15 September 2020, a grant review meeting took place between LymeForward and town council representatives.
6. LymeForward reported Covid-19 had adversely impacted on its business and said since lockdown it had prioritised the operation of the foodbank. LymeForward reported that operating the foodbank had presented its own problems, including: Covid-19 compliance requirements, reduced volunteer availability through self-isolation, shared building use, food distribution, refrigeration and food storage.
7. The town clerk confirmed the council understood the present need to focus on the foodbank but, at some point in the future, it would identify projects for LymeForward to undertake on its behalf.
8. At that meeting, LymeForward reported it was formulating a Coastal Communities Fund application for a pathway and the closing date for applications was 28 September 2020.
9. The town clerk asked about the project's signing off process and said historically projects had been signed off by a committee which included councillors from Uplyme and Charmouth parish councils and Lyme Regis Town Council. The town clerk added the bid was similar to a separate town council project.
10. LymeForward confirmed the company had three directors and it was in discussion with two other prospective directors. LymeForward also confirmed it had two part-time workers in post.
11. LymeForward said, since lockdown in March 2020, some of its governance and operating arrangements had been suspended and it was currently looking to introduce video conferencing. On 30 September 2020, LymeForward confirmed by email that its annual

general meeting would take place in November 2020 and its next steering group meeting would take place in December 2020; both meetings would take place using Zoom.

12. Although LymeForward had not acted in accordance with its grant submission, the reasons for non-compliance were understandable. LymeForward had in place adequate governance arrangements and is aware of a significant future financial risk, i.e., the uncertainty around future grant funding from Dorset Council, which was £6,000 per annum.
13. In response to this risk and in accordance with its stated objective of becoming self-sustainable, LymeForward confirmed it was moving towards alternative sources of grant funding.
14. In September 2020, LymeForward reported it would produce a balanced budget for 2020-21.

Report

15. On 8 March 2021 a grant review meeting took place between LymeForward¹⁶ CIC and the town council¹⁷.
16. At the beginning of the meeting LymeForward's director said the meeting should be confidential and information should not be shared. LymeForward's director also said she believed there was a conflict of interest because a councillor present was also a council representative on Lyme Regis Development Trust
17. The town clerk said the meeting wasn't confidential and would form the basis of a report to councillors. He added that although the meeting wasn't confidential, he expected information discussed in the meeting would be treated sensitively.
18. Council representatives enquired about LymeForward's sustainability, the future, foodbank numbers, governance and directors (including meeting invites), the payment of directors, details on the pathway and risks.
19. LymeForward's director said activity had been centred on the foodbank, the dementia and carers' cafes were active, directors' meetings took place monthly, the organisation was responsible to its members, its auditors were Lentells, because of Covid restrictions the AGM and steering group meetings hadn't taken place, as a director she had not received any payment from LymeForward, and there was no Coastal Communities Team funding, which meant the pathway project hadn't progressed.
20. In response to further council questions, LymeForward's director said LymeForward was sustainable and financially viable, there were two directors (two previous directors were interim for three months, only), the second director was Lesley Jelleyman, she wasn't sure how many company members there were but would clarify this, and there was no Dorset Council funding from April 2021. LymeForward's director said they had advertised for more directors and a possible third person was joining.
21. LymeForward's director said the organisation had been successful in grant applications, it was looking to identify service gaps in the town, it was looking to move towards online services and recruitment was taking place for a chief executive officer and foodbank manager.
22. When asked about revenue funding for staff, LymeForward's director said funding was available for 2021-22.

¹⁶ Sue Davies, director.

¹⁷ Cllr Belinda Bawden, town council appointment, Cllr Brian Larcombe, town council appointment, Adrienne Mullins, support services manager and John Wright, town clerk.

23. The council stressed the need for a relationship between LymeForward and Lyme Regis Development Trust and the requirement for LymeForward to undertake projects for the council.
24. LymeForward's director confirmed there were no safeguarding or health and safety issues.
25. The town clerk said that over the next few months the council expected grant funded organisations to firm up plans to return to 'normality' and when service delivery arrangements are finalised, he would draft a grant agreement. Until such time, the council's grant funding position would be confirmed in writing to LymeForward.
26. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

John Wright
Town clerk
March 2021

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Sculpture Trail in Lister and Langmoor Gardens

Purpose of Report

To allow members to consider the current situation with the sculpture trail in Lister and Langmoor Gardens

Recommendation

Members consider the current situation with the sculpture trail in Lister and Langmoor Gardens and decide what approach to take

Background

1. The sculpture trail was first installed in the Lister and Langmoor Gardens in 2016 and has since become an established feature of the area. Its long-term funding has, however, been an issue from the outset and it has tended to survive, year by year, on a combination of ad hoc grants from this council and similarly ad hoc contributions from a variety of other sources, including local businesses.
2. At the meeting of this committee on 3 July 2019, members received a report advising that the Arts Development Company had taken on the developmental work of the trail, secured new sculptures, provided new and improved signage within the gardens and worked to achieve some other sources of funding.
3. At that meeting, the company submitted a proposal for additional funding amounting to £7,000 in 2019/20 towards the continued development of the trail. The total cost of the proposal was identified as £10,500, with the remainder of the funding coming from a variety of other sources. The full proposal as submitted at that time is set out in **appendix 16A**.
4. Members debated the matter at considerable length and the minute of the relevant meeting is attached as **appendix 16B** in order to help provide further context to this report.
5. It was decided to recommend to Full Council to provide funding of £5,000 in 2019/20 towards the continued development of the sculpture trail in Lister and Langmoor Gardens, provided there was match funding for this amount, on the condition the company undertook community outreach work with schools and on approval of the three to five-year management and business plan referred to by The Arts Development Company in its proposal.
6. This recommendation was subsequently agreed by Full Council.

Report

7. Although work on the plan commenced and sufficient funding was secured to retain the sculpture trail in the gardens, including some new exhibits, during 2020 and until August 2021, the effects of the Covid-19 pandemic have meant that no funding has been secured to retain the sculptures beyond that date.

8. The primary effects of the pandemic on this project have been twofold; firstly, businesses have not been in a position to commit funding to this kind of initiative and, secondly, the staff of the Arts Development Company have been furloughed throughout most of the period and unable to carry out the intended further development work and fundraising activities.
9. The cost of retaining the sculptures for a further 12-month period beyond August 2021 is in the region of £5,000-8,000, depending on whether it is a simple retention 'as is' or whether some new sculptures are brought in to 'refresh' the trail, as has happened in previous years.
10. Given the timescales involved and the continuing impacts of Covid-19, the only realistic prospect of achieving this is if other external grant funding can be secured very quickly and/or if this council provides further financial support.
11. The former option is uncertain, although there are a large number of arts-related grant funding schemes potentially available. The second option is difficult given the amount the town council has already committed to supporting the trail (about £25k since 2016), the impact of Covid-19 on its own finances and the previous clear desire to move away from ad hoc support towards a more stable, longer-term and funded development strategy.
12. No budget currently exists for any further funding from this council, although an application has been made by the Arts Development Company to the council's Community Fund for the maximum £1,000 grant, and this will be considered alongside all others received at a meeting on 7 April 2021.
13. There is no doubt from comments received by artists, the Arts Development Company and this council that the trail is appreciated by many and has become a well-established feature of the town. It also features in the recently launched 'town trail'. However, a situation where the funding of the trail remains constantly uncertain is not a sensible way to continue, as members previously and clearly indicated.
14. The officer view is that urgent discussions should take place with potential external grant funding bodies to establish the likelihood of funding being forthcoming, timescales and potential terms and condition and a further updated report be taken to Strategy and Finance on 31 March 2021.

Mark Green
Deputy town clerk
March 2021



Lyme Regis Sculpture Trail

Proposal

Project Overview:

The Langmoor and Lister Gardens in the heart of Lyme Regis have hosted the Lyme Regis Sculpture Trail since 2015. Perched above the beach, with far-reaching views to the Cobb and Jurassic coastline beyond, the gardens provide a stunning outdoor gallery to exhibit contemporary high quality sculptures.

The sculpture trail have benefited residents and visitors through:

- Enhancing the appeal and experience of the gardens, leading to increased repeat visits and appreciation of the natural space.
- Providing a year round cultural offer, increasing visitation in the particularly important shoulder seasons.
- Supporting the implementation of cultural experiences and tourism, which in turn benefit the economy, health and well-being.
- Compliments the Lyme Regis Town Councils wider development work, notably the lighting scheme for the gardens in 2019.

"I love it. Thank you so much for the free art! I live in Lyme so I thoroughly enjoy the yearly changing art installations. Please keep doing what you do. It's great for us who live here and tourists." Oania Brett (Lyme resident)

"Absolutely beautiful sculptures superbly placed in the Gardens. What a wonderful concept, thank you". Phillippa Headley, Visitor

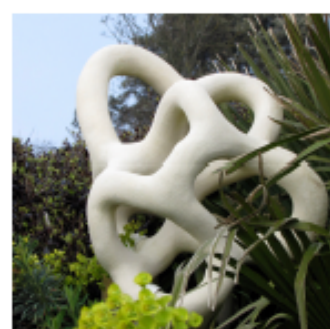
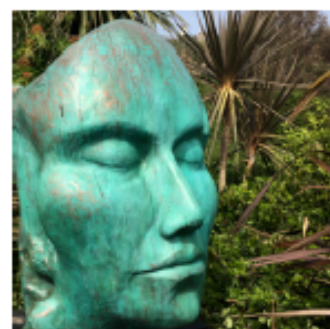
Who We Are:

The Arts Development Company (TADC) have managed the sculpture trail since 2017, working in close collaboration with the LRTC to deliver a high quality curated exhibition of sculptures from a range of South West regional artists.

TADC is a social enterprise, set up by former Dorset County Council arts development staff in 2015. We are leading arts development for Dorset and beyond, through working with a range of stakeholders, funders and commissioners to deliver collaborative programmes and projects to improve lives in the community. TADC strongly believe in the power of the arts to transform environments.

The Proposal:

- Continue to manage the annual exhibition of sculptures in the gardens through a rolling curated programme so that the sculptures change, offering more opportunities for artists and to encourage repeat visits
- Work alongside LRTC for the sculpture trail to coordinate with the delivery of the gardens lighting project to enhance the overall experience and value
- Develop a 3-5 year management plan for the sculpture trail focussing on longer term sustainable funding; better integration into the local business network and commitment; and embedding the regions arts and creative industry into longer term cultural development in Lyme Regis.



Funding to Date:

Since 2016, the sculpture trail has received funding of £7000-8000 each year, made up from Lyme Regis Town Council funding, local business sponsorship / fundraising and grants (Arts Council 2016, West Dorset District Council 2018).

The sculpture trail funding has gone to over 20 artists being paid to exhibiting their work, new signage and trail maps, sculpture plinth systems, installation and maintenance costs, marketing, professional project management and trail development.

For 2017 – 2019, this has been split: Curation, Artists Fees & Installation (60%), Marketing (15%), Project Management (15%), Project Development (10%)

Funding Request:

£7,000 requested from LRTC, (towards overall project cost of £10,500)
Additional match funding will be applied for by TADC.

What this is for:

- Sculpture Trail – managing the rolling curated exhibition trail of 8-10 artworks across the gardens until December 2020. TADC will manage: advertising, short-listing, professional curation and contracting artworks, payments to artists, artwork installation in line with LRTC health & safety, regional marketing including PR, social media, updated web content and imagery, (with all marketing content provided to LRTC), overall project management and delivery.
- 3-5 year Management Plan – Utilising their extensive expertise and networks, TADC will create and submit to LRTC a proposed sustainable management plan. TADC would include coordinating and working with:
 - o Lyme Forward to develop a cultural offer as part of nurturing and developing a coordinated Lyme Regis business community network
 - o Local Business to encourage private investment in the cultural activity
 - o Existing arts organisations including Lyme Bay Arts CIC to ensure joined up regional activity
 - o Wider regional organisations that can help pilot new initiatives and networks
- Community Outreach – propose creative workshops led by artists for local schools and community groups Held in the gardens, Langmoor / Lister rooms or Pavilion spaces.

Some key dates:

September 2019 -Open Call /Artists Brief for the Sculpture trail 2020 to allow time for submissions, review and installation in January /February 2020.

Contacts:

Cleo Evans (Arts and Environment Lead) – The Arts Development Company
cleo@theartsdevelopmentcompany.org.uk 07900 576190

www.theartsdevelopmentcompany.org.uk



19/11/TCP **Sculpture Trail in Lister and Langmoor Gardens**

Cllr B. Larcombe said the council should not give any further financial support to the trail as it already provided free exhibition space and had installed the plinths to put the sculptures on.

Cllr Mrs M. Ellis agreed and said it had been suggested in the past that local schools might like to display artwork on the plinths but this had not happened. She suggested the request for funding was made when the council considered annual grants.

The deputy town clerk said there was only funding in place for the sculptures to remain where they were until the autumn; beyond that, the sculptures were likely to be removed unless further funding was found as they were on loan.

Several members said they saw the value in the sculptures, residents and visitors enjoyed them, and they were of benefit to the council and the town.

Cllr Mrs M. Ellis said there was no budget for this and the council should be cautious of drawing money down from the reserves.

The deputy town clerk said there was no specific provision in the 2019/20 budget but £9k of match funding was available for 'seafront initiatives', which were things that benefitted residents and visitors on the seafront.

Cllr Ms B. Bawden said any funding should come with a condition that The Arts Development Company did community outreach work with schools.

It was proposed by Cllr B. Larcombe and seconded by Cllr S. Williams that Lyme Regis Town Council continues to show its support for the sculpture trail and encouragement of the sculptures in the gardens without giving financial support, but to continue to provide free exhibition space and maintain the exhibition sites free-of-charge.

This motion was not carried.

Cllr Mrs M. Ellis said any financial support should be on the basis match funding is provided to the same amount and on approval of the three to five-year management and business plan referred to by The Arts Development Company in its proposal.

Proposed by Cllr J. Broom and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to provide funding of £5,000 in 2019/20 towards the continued development of the sculpture trail in Lister and Langmoor Gardens, providing there is match funding for this amount, on the condition the company does community outreach work with schools and on approval of the three to five-year management and business plan referred to by The Arts Development Company in its proposal.

Committee: Tourism, Community and Publicity

Date: 24 March 2021

Title: Managing Consultation Exercises

Purpose

To inform members of recent, upcoming and ongoing public consultations and the decisions made following consultation

Recommendation

Members note the report

Report

1. The following public consultations affecting residents and services in Dorset have recently taken place, are coming up, ongoing, or have been completed:
 - Dorset Council – Local Plan
 - Dorset Council – Climate and Ecological Emergency Strategy
 - Dorset Council and BCP Council – Sustainable Transport Routes
2. **Appendix 17A** details the start and end dates, who has been consulted, how the town council promoted the consultation, the council's response to the consultation (if any), and the decision made or an update on the consultation if a decision has not yet been made.
3. Any recommendations from this committee will be considered by the Full Council on 14 April 2021.

Adrianne Mullins
Support services manager
March 2021

Organisation and topic	Start date	End date	Who is being consulted	Consultation promoted by LRTC through	The response	Update/Decision made
Dorset Council – Local Plan	18/01/21	15/03/21	Statutory consultees and the public	Discussed by Planning Committee, 16 February 2021 Press release LRTC's social media and website	Not yet agreed.	Council's response formulated by the Planning Committee on 16 February 2021 and approved by Full Council on 3 March 2021. The next stage is publication of the draft local plan for comment and publication of the Sustainability Appraisal Environmental Report for comment, expected to be in autumn/winter 2021
Dorset Council – Climate and Ecological Emergency	29/10/20	20/01/21	Stakeholders, town and parish councils, community groups, and public	Reports to council LRTC's social media and website	Agreed at Full Council meetings on 16 December 2020 and 20 January 2021	On Thursday 25 March, councillors on Dorset Council's Place and Resources Scrutiny Committee will look at the latest version of the Climate & Ecological Emergency Strategy and Action Plan, as well as the findings from the recent public consultation. The current strategy is recommended for approval by Cabinet and Full Council. Officers have analysed the responses from over 1,500 respondents. This has resulted in a few changes to the <u>strategy</u> where the council is able to take direct action.

Dorset Council and BCP Council – Sustainable Transport Routes	Phase 1: 24/02/21	Phase 1: End- March	The public	Members' briefing	N/A	Consultation is still open
	Phase 2: 01/04/21	Phase 2: Mid-May				