

LYME REGIS TOWN COUNCIL

TOURISM, COMMUNITY AND PUBLICITY COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 9 JULY 2025

Present

Chairman: Cllr P. Evans

Members: Cllr G. Caddy, Cllr M. Denney, Cllr M. Ellis, Cllr N. Hampton-Rumbold, Cllr D. Holland, Cllr S. Larcombe, Cllr C. Reynolds, Cllr A. Wood

Officers: C. Austin (administrative and community engagement assistant), A. Mullins (assistant town clerk), J. Wright (town clerk)

25/01/TCP Election of Chairman and Vice-Chairman

It was proposed by Cllr C. Reynolds and seconded by Cllr M. Ellis that Cllr P. Evans is chairman of the Tourism, Community and Publicity Committee.

Cllr P. Evans was duly **ELECTED** as chairman.

It was proposed by Cllr P. Evans and seconded by Cllr M. Ellis that Cllr C. Reynolds is vice-chairman of the Tourism, Community and Publicity Committee.

Cllr C. Reynolds was duly **ELECTED** as vice-chairman.

25/02/TCP Terms of Reference

Proposed by Cllr M. Ellis and seconded by Cllr M. Denney, the committee's terms of reference were **RECEIVED**.

25/03/TCP Minutes

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, the minutes of the meeting held on 5 March 2025 were **ADOPTED**.

25/04/TCP Public Forum

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

25/05/TCP Apologies

There were none.

25/06/TCP Minutes

Proposed by Cllr A. Wood and seconded by Cllr C. Reynolds, the minutes of the meeting held on 16 April 2025 were **ADOPTED**.

25/07/TCP Disclosable Pecuniary Interests

Cllr M. Ellis declared a pecuniary interest in agenda item 12, Fire Co-responder Service, as her husband was a fire co-responder in Lyme Regis.

25/08/TCP Dispensations

There were none.

25/09/TCP Matters arising from minutes of the previous meeting held on 16 April 2025

There were none.

25/10/TCP Update Report

Barfleur Twinning

The assistant town clerk said there would be no visit to Barfleur in October.

Cllr P. Evans said he had planned a visit to Cruelly in Normandy, in October and would visit the mayor in Barfleur to ascertain the future of the ongoing relationship between towns.

Webcam

The assistant town clerk said the ongoing problem with the webcam was waiting on the assistance of BT to fix the connectivity issues. She said the webcam pages were very popular, and it would be beneficial to install a new webcam on the seafront. She suggested this was put forward as an objective for 2026-27, which members were in support of.

LymeLiving

The assistant town clerk said a refund had been received from the company assigned to deliver the June and July editions.

Sculpture Trail

The assistant town clerk said Woodroffe School students would be painting the Garden Pavilion in the week commencing 14 July 2025. She said the sculptures would be installed the same week, potentially on Wednesday 16 July, confirmation was awaited.

VJ Day 80

Cllr P. Evans asked members to keep the date of Friday 15 August 2025 in the diary and to attend the commemoration event as a mark of respect. He said he had attempted to find family members of the three men from Lyme Regis who

lost their lives in Burma. He said there would be family members present at the service.

25/11/TCP Tourism, Community and Publicity Committee - Objectives

Members noted the report.

25/12/TCP Lyme Regis Post Office

The town clerk said if members decided not to proceed with diverting the revenue grant to the Waffle House, it would delay the opening of a post office in the town. He said the infrastructure works were dependant on funding received from the town council and Waffle House was unlikely to receive other funding sources available to them, without the town council's support.

Members raised concerns about the Waffle House opening hours, as it was closed on Sundays and Mondays. As the Lyme Link bus service ran on a Monday into the town, residents would want to access the post office on this day.

Some members suggested postponing the funding, but the town clerk said the infrastructure works had been scheduled to start in August, ready for the post office counter to open in September.

A member said residents wanted a post office in the town and the funding should be taken from the reserves instead of the grant funding pot because it could stop other small groups and organisations accessing funding.

A member said the council should support this project because the community, including the business community, want and need a Post Office in the town. He said there were funds available and to not support this request would cause damage to the reputation of the council.

Members raised concerns about Waffle House leaving the premises in the future and suggested the town council could run the post office counter if Waffle closed down. It was noted the Waffle House had a 10-year lease on the building.

The town clerk said it was important the council understood the Waffle House's financial viability before approving any further funding. Based on what he had been told, the town clerk expected the Waffle House's accounts would suggest it was breaking even but not generating any material surplus. If this was the case, the council must understand the financial exposure it is entering in to before committing further funding.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to allow the Waffle House to divert £7,500 of the council's 2025-26 revenue grant allocated to part-fund a post office clerk to fund capital infrastructure works required for the provision of the post office.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** that the council underwrites and, if necessary, fund further capital works up to £10,500 for the remaining post office infrastructure works, subject to satisfactory assessment of The Waffle House's financial viability by the finance manager and town clerk.

Cllr M. Ellis left the meeting at 7.29pm in line with her pecuniary interests.

25/13/TCP Fire Co-responder Service

Members expressed concern that due to the decision by South Western Ambulance Service Trust, there would only be one Community First Responder based in Lyme Regis who was on duty three days a week.

Members agreed 24-hour cover, seven days a week was not sustainable for one person.

Members agreed Cllr C. Reynolds and Cllr A. Wood would work together with officers to write the letter of concern to the trust.

Proposed by Cllr M. Denney and seconded by Cllr D. Holland, members agreed to **RECOMMEND TO FULL COUNCIL** that the council sends a letter to South Western Ambulance Service Trust to express concern about the phasing out of the Fire Co-Responder role.

Cllr M. Ellis returned to the meeting at 7.36pm.

25/14/TCP The Dorset Local Business Awards

Members asked what the sponsorship paid for.

The assistant town clerk said the sponsorship would cover the cost of the event and enable attendees to attend the event at no cost. She said a council representative would be invited to speak at the beginning of the event.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to approve £400 of unbudgeted expenditure to become the premier sponsor of the Dorset Local Business Awards in Lyme Regis.

25/15/TCP Further Enhancing Weddings at the Guildhall

The assistant town clerk praised the fantastic job and effort the administrative and community engagement assistant had given to improving the weddings offer at the Guildhall. She was bursting with ideas, which included a wedding fair at the Guildhall where local businesses would be invited to attend and showcase their products and offer.

The assistant town clerk said beach weddings were the logical next step and Lyme Regis would be the only place Dorset where couples could get married on the beach. She said the project would need to be included as an objective for 2026-27 as providing this service would entail additional cost.

Members asked that their compliments were given to the administrative and community engagement assistant for her enthusiasm and the work she had put into improving weddings at the Guildhall.

Members were in favour of the proposed Guildhall logo.

Cllr M. Ellis left the meeting at 7.48pm.

The assistant town clerk said the sandy beach was owned by the town council but weddings on the beach would require a building or room with three sides. She suggested using the Langmoor Room or Marine Parade Shelters.

Cllr M. Ellis returned to the meeting at 7.49pm.

Proposed by Cllr C. Reynolds and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to put forward beach weddings forward as a possible objective for 2026-27.

25/16/TCP Midsummer Party in the Park 2025 and Planning for 2026

A member expressed concern over the lack of advertising for the event and the expenditure was higher due to staffing the event.

Members said the layout worked better last year when the live music and children's entertainment were in different areas.

Members said the cinema evening was fantastic but said it should not be on the longest day of the year next year as it was too light at the start of the film. Members said the event worked better when it was located at the football club.

Members praised the commitment of the staff during the event, and said they worked tirelessly cleaning the toilets and helping the event to run smoothly. A member expressed concern that staff had to purchase their own food and suggested they could be allowed a free meal next year.

A member said a food trader had withdrawn from the event two weeks prior due to having received a nasty letter from local businesses saying the trader was not welcome and taking income away from local business.

The assistant town clerk said the film screening was a risk but the working group was conscious the event was aimed at families and therefore did not want to make the screening too late. She said decision to hold the event in the gardens had been agreed as a direct result of public consultation held in 2022. She praised the communications officer and said she had worked hard to market the event over several months, with banners, posters and advertising boards made specifically for the event. She said communications had also been sent

to all local schools and publicised in both the May and June editions of LymeLiving magazine. She said the new working group could take all suggestions on board for next year's event.

Proposed by Cllr M. Ellis and seconded by Cllr S. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate Cllrs G. Caddy, S. Larcombe and N. Hampton-Rumbold, the assistant town clerk and the communications officer to the working group to plan Party in the Park 2026.

25/17/TCP Housing Allocation Policy Consultation

Proposed by Cllr M. Ellis and seconded by Cllr M. Denney, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate the final online survey response to Dorset Council's draft Housing Allocation Policy to the town clerk in consultation with Cllr C. Reynolds, Cllr M. Ellis, and Cllr M. Denney.

25/18/TCP Pleasure Boat, Vessel and Boatperson Licencing Policy

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to delegate the final online survey response to Dorset Council's Pleasure Boat, Vessel and Boatperson Licencing Policy to the town clerk in consultation with Cllr D. Holland and Cllr G. Caddy.

25/19/TCP Review of the Bursary Scheme for Local Young People

The assistant town clerk said she was proud of this scheme, and it had helped a considerable number of local young people. She suggested this was continued as an objective for 2026-27.

Members raised concerns St Michael's Primary School did not take up the offer of funding from the scheme.

The assistant town clerk said the school had been invited to the initial meeting to inform local groups and organisations about this initiative but had cancelled at the last minute. Two emails had been sent to the headteacher to offer the funding but had not been responded to. However, she was keen to get the school involved and would try contacting them again.

25/20/TCP Managing Consultation Exercises

The assistant town clerk said members should note the outcome of the consultation on remote attendance and proxy voting at meetings, which would soon become possible with new legislation. However, it would be down to each council to decide whether to implement it.

The meeting closed at 8.33pm.