

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 17 JANUARY 2018

Present

Chairman: Cllr J. Broom

Members: Cllr R. Doney, Cllr Mrs M. Ellis, Cllr D. Hallett, Cllr P. Hicks, Cllr B. Larcombe, Cllr S. Miller, Cllr J. Scowen

Officers: Mr M. Adamson-Drage (operations manager), Mr M. Green (deputy town clerk), Mrs A. Mullins (administrative officer)

17/74/TMH **Public Forum**

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

17/75/TMH **Apologies**

Cllr Mrs C. Reynolds – holiday
Cllr G. Turner
Cllr S. Williams – holiday

17/76/TMH **Minutes**

Proposed by Cllr S. Miller and seconded by Cllr Mrs M. Ellis, the minutes of the previous meeting held on 15 November 2017 were **ADOPTED**.

17/77/TMH **Disclosable Pecuniary Interests**

There were none.

17/78/TMH **Dispensations**

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

17/79/TMH **Matters arising from the minutes of the Town Management Committee meeting held on 15 November 2017**

Town bus

Cllr Mrs M. Ellis asked if a meeting had been held or a date set for a meeting with Damory to discuss a possible route variation.

The deputy town clerk said the meeting had not yet taken place but he was in correspondence with Damory about various issues relating to the contract and route.

Lifeguard hut

The deputy town clerk said further information about the proposed new hut had been received after the agenda had been issued. Therefore, the matter would be taken straight to Full Council on 14 February 2018.

17/80/TMH Update Report

Cash machines

The deputy town clerk said CashZone now proposed to install one machine at the top of Bell Cliff to monitor the level of use before possibly installing a second at the bottom of Bell Cliff. He added that there was an issue with the electricity supply to the upper site, but this was being managed.

Seafront railings

The deputy town clerk confirmed it was still intended to submit a planning application by 31 January 2018 but if planning permission was granted, the work would not start until the autumn.

Guildhall window

Cllr Mrs M. Ellis said West Dorset District Council's (WDDC) listed buildings officer should be invited to see the building and the damage being done by large vehicles.

This was agreed by the members.

The operations manager said a quote had been received for the repair work and this had been referred to the relevant insurance companies.

The operations manager said he had applied to Dorset County Council (DCC) to partially close the road to allow the repair work to take place. The suggested date was w/c 12 March 2018 for five days, between 4pm and 8pm, although this had not been confirmed.

17/81/TMH Lyme Bay Rib Charter Beach Gazebo

Members agreed this request should be refused as it was a business, and the council's position had always been not to allow trading from the beach. It was also agreed that allowing this request would set a precedent and occupy premium space on the beach.

Proposed by Cllr S. Miller and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to refuse the request from Lyme Bay Rib Charter to locate a gazebo on the sand beach as a sales point for watersports operating from the north wall.

17/82/TMH Harbour Dredging

The deputy town clerk said WDDC had applied for further Environment Agency (EA) funding for this work, but the agency's budgets had been cut and priorities had

changed. Therefore, it was unlikely the EA would fully fund the work going forward so there would be a funding shortfall.

Members discussed whether the town council should contribute towards the cost, and if so, how much.

Cllr J. Broom confirmed the work would be done regardless of whether the town council contributed. However, if WDDC could demonstrate that local stakeholders were working together, the EA was likely to look more favourably on the funding application.

There was general agreement that if the town council did contribute, it should be for one year only, with no commitment to continued funding or liability on the council.

To provide some context, the deputy town clerk said the harbour had an operating budget of £250k, and had broken even for the last three years, with a small profit this year.

It was proposed by Cllr J. Scowen and seconded by Cllr D. Hallett not to make a financial contribution towards the cost of dredging the harbour, maintaining the town's sea defences and replenishing the sand in 2018.

This motion was not carried.

Proposed by Cllr S. Miller and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to make a financial contribution of £4,000 towards the cost of dredging the harbour, maintaining the town's sea defences and replenishing the sand in 2018, only.

17/83/TMH Dorset and East Devon FLAG Funding

The operations manager said subsequent to the agenda being issued, officers had been informed the Fisheries Local Action Group (FLAG) funding may have already been allocated in Lyme Regis, but this had not been confirmed.

Cllr B. Larcombe suggested making an expression of interest only, reserving the right to pull out if the cost of the proposed project was too high.

Proposed by Cllr B. Larcombe and seconded by Cllr S. Miller, members agreed to **RECOMMEND TO FULL COUNCIL** to support in principle a proposal to demolish and increase the footprint of the harbourmaster's store, to allow an expression of interest to be submitted to the Dorset and East Devon Fisheries Local Action Group (FLAG).

17/84/TMH Park and Ride Facilities at Sidmouth Road and Charmouth Road, together with Wider Transport Matters

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Miller, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the

Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/85/TMH Memorial Benches and Trees

The operations manager said there was space for more benches, but this would reach saturation point, and there was no more room for trees.

Cllr Mrs M. Ellis said the first action should be to check if all those on the waiting lists still wanted a tree or bench, and members could then consider a way forward when it was confirmed how many people were waiting.

Proposed by Cllr S. Miller and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to leave the waiting lists open for memorial trees and benches, and commit to a review of allocation every three years, starting now.

17/86/TMH Puffin Crossing

The deputy town clerk said DCC had further assessed the number of on-street parking spaces which would be lost if a crossing was installed. By reducing the length of the zig zag markings to the minimum requirement, five or six spaces would be lost, depending on the size of the vehicles.

There was still some concern over the loss of parking spaces and the wider traffic implications. It was agreed to defer consideration of this item until members had made a decision on park and ride later on in the agenda, as this decision may impact on the crossing.

Cllr B. Larcombe wanted to ensure the linked request to move the bus stop up Broad Street was not lost.

17/87/TMH Request to Assign Lease, The Antiques Centre, Marine Parade, Lyme Regis

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Miller, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/88/TMH Seasonal Concessions

Proposed by Cllr Mrs M. Ellis and seconded by Cllr S. Miller, members **RESOLVED** that under Section 1, Paragraph 2 of The Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for this item of business as it included confidential information relating to the financial or business affairs of a particular person within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local

Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

17/89/TMH Complaints and Incidents Summary

Members noted the report.

17/90/TMH Exempt Business

(a) Park and Ride Facilities at Sidmouth Road and Charmouth Road, together with Wider Transport Matters

Members discussed the proposal to develop a detailed parking and transport strategy for Lyme Regis, which it was felt would support the application for planning consent for the Sidmouth Road park and ride, as well as providing a reference document for more widespread traffic issues.

Members agreed the strategy would also help inform the council's decision on whether to support a puffin crossing in Broad Street.

The deputy town clerk stressed that if the council committed to doing this work, it didn't guarantee temporary planning consent would be given for Sidmouth Road park and ride, but permission would definitely not be given without it.

Proposed by Cllr S. Miller and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to:

- note the latest position on the submission of planning applications for the ongoing use of park and ride sites at Sidmouth Road and Charmouth Road, Lyme Regis, together with other related issues
- support the continued undertaking of all appropriate discussions, negotiations and meetings with the planning authority, Uplyme Parish Council, Dorset County Council (DoCC), Devon County Council (DeCC) and Highways England in order to maximise the level of support for the planning application(s)
- approve the undertaking of a detailed and independent report to develop a detailed parking and transport strategy for Lyme Regis and its environs with the cost met partly from the approximately £8k underspend on the 2017/18 park and ride budget, partly from the £20k 2018/19 budget for park and ride and partly from an additional budget allocation of £10k (estimated total cost approximately £25k subject to detailed quotes)
- that agreeing the precise scope of the additional work referred to above be delegated to the town clerk in consultation with all parties referred to above, together with the chairman of this committee and the previously approved member liaison (Cllr S. Miller)

(b) Request to Assign Lease, The Antiques Centre, Marine Parade, Lyme Regis

Proposed by Cllr Mrs M. Ellis and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to agree to the requested assignment of the lease in respect of the Antiques Centre, Marine Parade, Lyme Regis from Mr C. Willis and Ms S. Wallner to Mr C. Day and Ms S. Wallner.

(c) Seasonal Concessions

Henna tattooing and hair braiding

There was concern that the applicant intended on selling other goods, which the applicant claimed had been approved by the council in the past. Members agreed that if this permission had been given in the past, this had to be honoured. Otherwise, retail sales should not be permitted.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to accept the tender from Louise Gunnill for the henna tattooing and hair braiding concession for the 2018 to 2020 seasons, subject to checking if the applicant was previously given permission for additional retail sales.

Arts and crafts

Proposed by Cllr B. Larcombe and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to accept two tenders for the arts and crafts concession for the 2018 season, one from Adrian Gray and one from Kevin Rye.

Non-motorised watersports

Proposed by Cllr J. Scowen and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to accept the tender from Lyme Kayak Hire for the non-motorised watersports concession for the 2018 season.

The meeting closed at 8.15pm.