

## LYME REGIS TOWN COUNCIL

### TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

#### MINUTES OF THE MEETING HELD ON WEDNESDAY 27 FEBRUARY 2019

##### Present

**Chairman:** Cllr J. Broom

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

**Officers:** Mr M. Adamson-Drage (operations manager), Mrs A. Mullins (administrative officer)

##### **18/87/TMH Public Forum**

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

##### **18/88/TMH Apologies**

Cllr D. Hallett – holiday  
Cllr Mrs C. Reynolds – attending another meeting  
Cllr G. Turner

##### **18/89/TMH Minutes**

Proposed by Cllr B. Larcombe and seconded by Cllr P. Hicks, the minutes of the previous meeting held on 16 January 2019 were **ADOPTED**.

##### **18/90/TMH Disclosable Pecuniary Interests**

There were none.

##### **18/91/TMH Dispensations**

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

##### **18/92/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 16 January 2019**

##### **CCTV**

In response to a member question, the operations manager confirmed the correct signage was in place around Anning Road playing field, with signs on both ends of the Candles on the Cobb Pavilion and all access points to the field.

### **Hydrock report**

The deputy town clerk said the report had been received that day.

### **Anning Road play area surface**

Cllr S. Miller asked if there was a statutory minimum depth the surface should be and whether it was meeting that minimum.

The operations manager said the company had laid the surface at the depth agreed by the council, although some areas were worn, which the company would patch repair.

The operations manager said the life span of the flooring was either five or 10 years under the guarantee, and a new wet pore surface would cost in excess of £30k.

Cllr Mrs M. Ellis said the council may need to consider setting money aside for a new surface if the guarantee was only for five years.

### **18/93/TMH Update Report**

#### **Woodland walk**

Members thanked all the staff involved in constructing the walk and agreed it was a job well done.

#### **Gardens' entrance pillar**

The operations manager said repair works were due to start on 5 March 2019.

### **18/94/TMH Dorset Council's CCTV Project**

Cllr J. Scowen asked why Broad Street was not covered by the new CCTV system.

As this was not the subject of the report, Cllr J. Scowen asked for this to be included on the next agenda.

Cllr Mrs M. Ellis said the council should also re-consider the installation of automatic number plate recognition (ANPR) cameras as the Dorset police and crime commissioner had indicated he could help with funding.

Cllr R. Doney asked what benefit the police believed they could get if the CCTV cameras in Lyme Regis were monitored by officers, as some cameras were not good enough for evidential purposes.

Members agreed the monitoring of the council's CCTV by the police should not mean less police on the ground in Lyme Regis because monitoring could take place remotely.

Proposed by Cllr Mrs M. Ellis and seconded by Cllr J. Scowen, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the council's CCTV being included in

the Dorset Council's CCTV project to allow Dorset Police access to monitor the council's CCTV.

#### **18/95/TMH Lengthsman Agency Agreement**

Cllr B. Larcombe asked who would have the say on whether a repair was possible.

The operations manager said it would be at the lengthsman's discretion, but he could provide guidelines if members felt it was necessary. However, this was not agreed.

Cllr Mrs M. Ellis suggested hiring or borrowing a flail mower while it was determined how often it would be required.

Cllr B. Larcombe asked what the assigned budget was for this work, how funds would be apportioned to the level of work, whether there would be a cap on work before it reverted to Dorset Council, and whether the work be accountable by timesheets so a price was calculated for doing a job internally.

The operations manager said he could look into these points further. He added the work carried out by the lengthsman would be in support of Dorset Council and the current level of service would be maintained.

The operations manager said it was difficult to determine how much budget would be required, but estimates could be made and it could be assessed in one year, for example.

Proposed by Cllr B. Larcombe and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the draft lengthsman agency agreement with Dorset County Council.

#### **18/96/TMH Langmoor and Lister Gardens Lighting Project**

Members agreed the lighting demonstration was impressive and felt it fitted the council's requirements.

In response to a member question, the deputy town clerk confirmed the council could agree to waive financial regulations relating to design and contract prices due to the specialist nature of the work.

Proposed by Cllr S. Miller and seconded by Cllr Mrs M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to agree to waive financial regulation 11.2 and negotiate design and contract prices without competition for lighting a section of the Langmoor and Lister Gardens, as no other designer capable of meeting the council's needs could be identified.

#### **18/97/TMH Parking Restrictions, South Avenue**

Members were concerned about ongoing issues with parking permits in other streets in the area. However, they acknowledged that as the petition had been signed by every South Avenue resident, the council should support a request to Dorset County Council for parking permits.

Cllr B. Larcombe said it should be made clear to the residents that in supporting the request, the town council was not responsible for any problems which may arise.

Cllr J. Scowen asked if other streets could be included in the request, as he believed other streets would now also request permits.

As this was not the subject of the report, Cllr J. Scowen asked if this could be included on the next agenda.

Proposed by Cllr S. Miller and seconded by Cllr R. Doney, members agreed to **RECOMMEND TO FULL COUNCIL** to support a request to the highway authority to consider introducing parking permit controls in South Avenue as an extension to the existing parking scheme currently operated in Anning Road.

#### **18/98/TMH Refurbishment of Council Offices**

Cllr B. Larcombe asked if officers were confident John Stark and Crickmay Partnership (JSCP) could offer the best rate and asked whether the council should go out to tender for the survey.

The deputy town clerk said JSCP would carry out the initial survey, which would be without prejudice to any subsequent appointment for an architect or project manager. He added that as the survey was expected to cost below £10k, there was no requirement to go out to tender.

Cllr B. Larcombe suggested Cllr J. Broom, or any future chairman of this committee, should be the lead member to work with officers as the proposals developed.

Proposed by Cllr J. Scowen and seconded by Cllr B. Larcombe, members agreed to **RECOMMEND TO FULL COUNCIL** to note the current position with the proposed refurbishment of the council offices, agree to surveys being undertaken by John Stark and Crickmay Partnership and appoint Cllr J. Broom or any future chairman of the Town Management and Highways Committee to work alongside officers as the proposals develop.

#### **18/99/TMH Henry's Way Play Park**

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.

#### **18/100/TMH Complaints and Incidents**

Members noted the report.

#### **18/101/TMH Exempt Business**

**a) Henry's Way Play Park**

The operations manager said £29k of section 106 funding had been secured. Cllr S. Miller said based on the quotes, there would be a budget deficit of £14-18k, which would need to go to the Strategy and Finance Committee for approval.

The operations said he intended to show the preferred designs to local schoolchildren to vote for their favourite.

Members agreed the designs by Kompan and Proludic would be shown to schoolchildren.

Proposed by Cllr B. Larcombe and seconded by Cllr S. Miller, members agreed to **RECOMMEND TO FULL COUNCIL** to agree designs for the Henry's Way play park by Kompan and Proludic are shown to local schoolchildren to choose their preferred design, and for the feedback from schoolchildren and local residents to be reported back to the Full Council on 20 March 2019 for final approval.

*The meeting closed at 8.19pm.*