



John Wright  
Town Clerk

## Lyme Regis Town Council

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### Town Management and and Highways Committee

**Core Membership:** Cllr J. Broom (chairman), Cllr M. Ellis (vice-chairman), Cllr C. Aldridge, Cllr B. Bawden, Cllr B. Larcombe MBE, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr G. Stammers, Cllr G. Turner

Notice is given of a meeting of the Town Management and Highways Committee to be held at the Guildhall, Bridge Street, Lyme Regis on Wednesday 2 March 2022 commencing at 7pm when the following business is proposed to be transacted:

John Wright  
Town Clerk  
24.02.22

*The open and transparent proceedings of Full Council and committee meetings will be audio 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 members of the public have any queries regarding audio recording of meetings, please contact the town clerk.*

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 any apologies and reasons for absence

#### 3. **Minutes**

To confirm the accuracy of the minutes of the Town Management and Highways Working Group meeting held on 12 January 2022 (attached)

#### **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 the minutes of the Town Management and Highways Working Group meeting held on 12 January 2022**

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**

To inform members about progress on significant works and issues

#### **8. Request for Photovoltaic Panels (PV) on Roof of Chalet at 17 Monmouth Beach**

To ask members to consider a request to install PV panels on the roof of a chalet at 17 Monmouth Beach.

#### **9. Public Litter Bins**

To members to consider quotes for seagull proof public litter bins

#### **10. Complaints, Incidents and Compliments**

Summary of complaints and incidents reported between 6 January and 23 February 2022

#### **11. Exempt Business**

## LYME REGIS TOWN COUNCIL

## TOWN MANAGEMENT AND HIGHWAYS WORKING GROUP

## MINUTES OF THE MEETING HELD ON WEDNESDAY 12 JANUARY 2022

**Present****Chairman:** Cllr J. Broom**Members:** Cllr C. Aldridge, Cllr B. Bawden, Cllr M. Ellis, Cllr B. Larcombe, Cllr C. Reynolds, Cllr D. Ruffle, Cllr D. Sarson, Cllr R. Smith, Cllr G. Stammers, Cllr G. Turner**Officers:** M. Adamson-Drage (operations manager), M. Green (deputy town clerk) A. Mullins (administrative officer)**Guests:** D. Heath (senior technical officer, Dorset Highways) M. Westwood (Dorset Council service manager for parking)**21/45/TMH Public Forum****N. Ball**

N. Ball thanked the town council, particularly gardener Alan Legg who looked after the cemetery as he said it had never looked better. He said he believed the path going up the cemetery near the King's Way entrance was due to be resurfaced and he asked if this work was still going to be done. He said there was also a raised culvert on the next path over which was dangerous, and he asked if it was being addressed as it was a health and safety issue.

N. Ball said he had written a letter to the council about the beach hut booking system and asked if it had been put to a meeting.

N. Ball asked if the town council had taken back the harbourmaster's store from Dorset Council (DC) yet to be able to put the beach rake indoors.

N. Ball spoke in relation to agenda item 9, Kitchen Garden. He said unfortunately the project didn't seem to have taken off very well and he would propose it was taken back by the council. He said it would seem the novelty had worn off and people were not available to maintain it.

N. Ball suggested the lights in the gardens were switched to red, white and blue for the Queen's platinum jubilee for perhaps two months before and after June.

**21/46/TMH Apologies**

Cllr S. Williams – illness

**21/47/TMH Minutes**

Proposed by Cllr B. Larcombe and seconded by Cllr G. Turner, the minutes of the previous meeting held on 10 November 2021 were **ADOPTED**.

## **21/48/TMH Disclosable Pecuniary Interests**

Cllr D. Sarson declared a pecuniary interest in agenda item 7, specifically Elizabeth Close footpath.

## **21/49/TMH Dispensations**

There were none.

## **21/50/TMH Parking**

The chairman brought this item forward on the agenda and M. Westwood and D. Heath from Dorset Council (DC) were invited to take part in the discussion.

The operations manager summarised the main issues which members and the public wanted to bring to the attention of the DC officers:

- Visitor parking in Springhill Gardens
- Visitor parking in residential streets, particularly when major events were taking place – more enforcement would be helpful on these days
- Cars parked on double yellow lines on Cobb Road
- Cars parked on both sides of the road outside Woodroffe School at school pick-up time
- HGVs not being able to unload to businesses due to 'no unloading' signs in Cobb Square
- Further civil enforcement needed in Lyme Regis in general

M. Westwood said DC was short-staffed in enforcement, but it was looking to recruit; if possible, they could look to send officers when there were big events on and there were likely to be parking issues if the town council notified them of the dates.

M. Westwood said dealing with individual issues and implementing solutions in one area would only shift the problem to another area of the town so it would be better to do a more widescale, holistic parking review in Lyme Regis. He said DC was currently going through some transformation in parking, looking at various permits and charging, and once that was in place and they could see what kind of effect that had on the town, they could look at what could be done to better control parking.

M. Westwood said it would be helpful for the operations manager to send him a list of all the parking issues he was aware of. He said as part of the review, DC would carry out consultation with the council and the public.

Cllr J. Broom asked when the review would take place.

M. Westwood said there were several other towns which would be started first, but he felt some 'quick wins' could be put in place in Lyme Regis this year.

Cllr B. Larcombe raised the issue of the bus stop next to Clappentail roundabout, where cars often parked, forcing the bus to stop in the middle of the road. He said on Clappentail Lane cars were also parking on the roundabout because double yellow lines had not been re-instated following resurfacing works. He asked that the bus stop was properly delineated to show it was a bus stop and the double yellow lines were reinstated. He also asked if the lines could be further extended.

D. Heath said she would check if there was a traffic regulation order (TRO) to make it a bus stop and whether double yellow lines were not properly reinstated. However, if there was a need to increase the lines it would have to go through a process of ranking; if it was deemed a big safety issue it would go up the list. She said she would go back to the operations manager with answers on these issues.

M. Westwood also asked D. Heath to look at the issue of unloading of HGVs in Cobb Gate Square and the existing TRO.

Cllr D. Sarson asked why DC was issuing parking permits to holiday rental companies to park in residential streets. He said people were unable to park outside their homes because holiday rental companies were giving permits to customers.

M. Westwood said DC was about to change its permit scheme to only offer permits to those who live or work in Dorset; holidaymakers would not be able to get a permit and should be paying the full cost of parking. He said he would look into why this was happening as permits shouldn't be issued to people staying in holiday lets to park on residential roads. However, if all the roads were within the same area, people could use a permit to park in a different road if it came under the same order. M. Westwood said he would get something back to the operations manager within the week.

Cllr J. Broom asked how an 'area' was defined as this seemed to be one of the issues in Anning Road; people from other streets were parking there.

M. Westwood said the 'area' was defined within the order of the parking permit and the problem was more permits were issued than there were spaces, so it was first-come-first-served. He said he would also look into the orders for parking and feed back to the operations manager.

The operations manager said it had previously been mooted that the town council's enforcement officers could be trained up to civil enforcement officer standard so they could enforce on-street parking. He asked if this was something DC would consider.

M. Westwood said he was willing to look into how this could be done.

Cllr C. Aldridge asked if M. Westwood could give an idea of the timescales involved with the parking review.

M. Westwood said nothing would happen before the summer and it would probably be the end of this year before anything started happening, but the initial consultations would start soon after April.

The deputy town clerk asked if an enhanced park and ride service would be something DC would be willing to work with the town council on as part of any solution.

M. Westwood confirmed DC would work with the town council if it was deemed to be part of the solution.

Cllr M. Ellis said she hoped DC would also consult with visitors as their view of how they find the town was also important. She said it was also important to assess the situation at different times of the year.

Cllr B. Larcombe said in addition to weight restriction signs, size restriction signs for vehicles were needed on the approach to Fernhill roundabout and on Sidmouth Road to prevent large vehicles coming into the town.

D. Heath said any kind of restriction which would require signage would need to go through the traffic regulation process, and any regulation relating to weight and sizing

had to be backed by Dorset Police. However, she said it was very rare that an order got through which Dorset Police would agree to enforce.

Cllr B. Larcombe asked if could be an advisory sign instead.

D. Heath said DC didn't have any jurisdiction on the A35 but she could get in touch with her contact at Highways England about this. However, she was aware Highways England was reluctant to put any signs on its roads.

*Cllr C. Reynolds left the meeting at 7.53pm.*

Cllr B. Bawden said she was working on community conversations through the Fossil Festival so this might be a way of DC consulting with the public on parking and she would speak to M. Westwood about how this could feed into the review.

*Cllr C. Reynolds returned to the meeting at 7.55pm.*

**21/51/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 10 November 2021**

**Request for access across Woodmead car park**

The deputy town clerk said piling work had started that day, which would take a week to 10 days to complete. He said so far everything seemed to have gone smoothly and there had been no complaints from nearby residents.

**Roof and balustrading**

Cllr B. Larcombe asked if the CCTV was up to sufficient standard for policing purposes and whether there was any progress in catching those who had broken the glass.

The operations manager said the police were still investigating. He said the quality of the images depended on how close the individual was to the camera and the roof area was quite a large area for the camera to view.

The deputy town clerk said the image obtained from the incident was reasonable and was clear enough to make out the genders and the clothes they were wearing.

**21/52/TMH Update Report**

**Seafront railings**

The deputy town clerk said the contractor still hadn't received the posts from the foundry but was expecting to receive them within the next seven to 10 days. He said the contractor fully understood the urgency of the works and that they had to be completed before Easter.

Cllr B. Larcombe asked if the new posts would be relatively maintenance free and look the same as those in the Jane Austen Gardens.

The deputy town clerk said they were not maintenance free and would require re-painting every five to seven years. In terms of the design, he said the council had entered into a commitment of like-for-like replacement and that was part of the arrangement for being able to do the work under permitted development rather than needing planning permission.

## **Guildhall works**

The deputy town clerk said work was progressing well and the scaffolding in place was such that it allowed the contractor to continue working irrespective of weather conditions. He said they had made a start on the internal works, which hadn't revealed any particular problems in terms of the work they had to do, but it had revealed more extensive damage to the existing structure than anyone had realised from looking at it externally.

The deputy town clerk said some of the major timbers had fractured from the impacts they had received from vehicles but this wouldn't affect the length of time the work would take. He said the contractor was confident the work would be complete and they would be off site by 17 February 2022.

## **Park and ride**

The deputy town clerk said First had put a proposal to the council for two or three buses and a suggested timetable but he would take a more detailed report to Strategy and Finance on 2 February 2022 for members' consideration. He said part of the proposal included running a third bus to Charmouth and some holiday parks between.

## **Sale of Additional Beach Huts on Cart Road**

Cllr J. Broom asked if the licence could stipulate that the owners replace the hut after a certain number of years.

The deputy town clerk said a replacement clause could be included in the licence if members wished. However, this was not agreed.

Cllr B. Larcombe asked if the licence said anything about restricting how people spread themselves out in front of their hut as he said it was causing an obstruction for people walking along the Cart Road.

The operations manager said during the pandemic when the council asked people hiring its beach huts not to sit directly outside the huts, the enforcement officers had a lot of difficulty getting people to comply with this.

The deputy town clerk said the new licences were drawn up pre-Covid but they did include clauses about not causing a disturbance, nuisance or obstruction, although nothing specifically relating to sitting on the Cart Road. He said some additional wording could be put into the licences for the beach huts which were about to be sold but the council couldn't vary other licences.

However, no changes to the licences were agreed.

## **Elizabeth Close footpath**

*Cllr D. Sarson left the meeting at 8.22pm in line with his declaration of interests.*

The operations manager confirmed the council owned the path, but it was a very short section of footpath that was originally intended to connect the cemetery to the Henry's Way play area, which didn't come to pass.

It was noted the footpath was now used by residents living on the housing estate as a short cut through the cemetery to the school and town and was a well-used route.

The deputy town clerk said it was clear the council had responsibility for its maintenance but there may be others who also had some responsibility, albeit not Dorset Council.

*Cllr D. Sarson returned to the meeting at 8.25pm.*

### **Car park cash collection service**

The operations manager said the service had improved slightly so the council would stick with the current contractor for the time being.

### **Amenities hut replacement**

The operations manager said the replacement of the hut may fall under permitted development because it would be virtually the same footprint and he was following this up.

### **CCTV**

The operations manager said he had had the report back from Enervo, the DC streetlighting partner, and it appeared most of the lighting columns the council identified for cameras couldn't be used. He said it may require planning permission to put CCTV columns in place.

**21/53/TMH**

### **Kitchen Garden**

Cllr C. Reynolds said since securing the bed in Langmoor Gardens, the project had suffered many setbacks such as Covid-19, volunteers going back to work following Covid, lack of access to resources, distribution problems, no financial support, and bad weather. She said they needed a councillor to liaise with Lyme Garden Growers to ensure things ran smoothly and she was prepared to do that.

Cllr C. Reynolds asked for two months to get the kitchen garden back on track, including producing a plan of how this would be done. She said students from Woodroffe School would be making sculptures of vegetables to go in the garden and a local landscape gardener had volunteered to help get the project going. She said there would be a small management group to co-ordinate the volunteers and she was happy to organise this.

Cllr M. Ellis said there had been a lot of discussion about the kitchen garden on social media over the last week and a lot of people didn't even know about it but now said they were willing to help. She felt the council needed to give them time to get it going and suggested someone from the allotments' association could help as many of those involved were home growers who didn't understand the growing seasons. She suggested giving them until the next Town Management and Highways Committee meeting to get the garden sorted and then to review the situation.

Cllr B. Larcombe asked whether this was the time to consider whether the centre of Langmoor Gardens was the best place for the kitchen garden and he asked if there was any room at the allotments or any other land the council could influence it being set up.

Cllr G. Stammers felt it should stay in Langmoor Gardens because people noticed it and it encouraged people to think about it.

Cllr R. Smith agreed having it in a central location sent a message about food production and sustainability. He felt two months wasn't enough, especially as January and February weren't particularly good months weather-wise, and he suggested up to four months.



Cllr D. Sarson, the council's representative on the Charmouth Road Allotments' Association, said he would provide the secretary's contact details to Cllr C. Reynolds so he could put out an appeal for help.

Cllr B. Bawden said the herb garden at St Michael's Business Centre car park had worked very well because there were signs telling people what it was, and she suggested putting signs up in the kitchen garden to let the public know what it was all about.

Cllr B. Larcombe suggested the volunteers were given a whole growing season, i.e. a year, as there wasn't much you could demonstrate in a garden in three months.

Cllr M. Ellis said the council would be able to see what kind of commitment there was from volunteers within three months and that would be an indication of whether it would work or not.

Proposed by Cllr C. Reynolds and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to give Lyme Garden Growers six months to bring the kitchen garden in Langmoor Gardens up to an appropriate standard, with a review in three months.

#### **21/54/TMH Guildhall Blue Plaque**

Cllr M. Ellis asked how many other blue plaques could be wrong if this one was wrong. She said the Guildhall plaque was put there for a reason and felt it should be left as it was.

Cllr B. Larcombe said correspondence with Mr Lacey had been going on for about eight months and historically the accuracy on the plaque was 100 years out.

Cllr D. Ruffle said as much as he admired Mr Lacey's tenacity for accuracy and he was no doubt right in what he said, he didn't feel it was enough to change the wording on the plaque.

Cllr J. Broom said the plaque was also unveiled by HRH Princess Alexandra, so this in itself was an historical event.

Proposed by Cllr J. Broom and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to leave the Guildhall Blue Plaque as it is.

#### **21/55/TMH Monitoring of Ground Markers**

Cllr B. Larcombe asked if the ground markers indicated ground movement after the event or whether they gave a prediction of ground movement.

The deputy town clerk said the markers would probably give some indication of major issues afoot, but they were predominately records of what had happened.

#### **21/56/TMH Improvements to Town Bus Service and Possible External Funding Opportunity**

Cllr M. Ellis said the route needed to be changed because there were many people on roads where the bus didn't go.

The deputy town clerk said the council had identified some funding via the 'Tackling loneliness with Transport Fund' to improve the town bus service. He said the service was only viable as long as a bus was available for the school service funded by DC. He said in principle, if someone was offering funding to meet an objective the council had

already identified, and providing it didn't create ongoing costs, it would make sense to apply for that funding.

Proposed by Cllr R. Smith and seconded by Cllr B. Bawden, members agreed to **RECOMMEND TO FULL COUNCIL** to agree to submit an expression of interest to the 'Tackling loneliness with Transport Fund' as a means of supporting improvements to the town bus service and other linking services; to constitute a working group to assist the deputy town clerk in completing the submission by the deadline of 28 January 2022; and to appoint Cllrs Bawden, Aldridge and Reynolds to the working group.

#### **21/57/TMH RNLI Reports – 2021 Season**

Cllr B. Larcombe said the report showed the danger rating of Lyme Regis beach was not very high and he said members should remember this when it came to requests for funding for lifeguards.

The operations manager said although the beach itself wasn't very dangerous, the population using it in the summer was high and that pushed the level higher.

#### **21/58/TMH Complaints, Incidents and Compliments**

Cllr M. Ellis asked why DC's toilets had been closed on Bonfire Night.

The operations manager said the contractor didn't open the toilets as expected but DC's manager for public toilets assured him they would be open next year at busy periods. He said he would provide him with the dates of major events and DC would supply the town council with a set of keys so they could be opened if it happened again.

Cllr M. Ellis said with the number of people likely to use the toilets they would also need to be cleaned and she asked who would do this.

Members also discussed complaints related to dogs on the beach as there were particular issues with dogs being off the lead over the Christmas period and only one enforcement officer was on duty.

The operations manager said the enforcement officer from DC had come to Lyme Regis this week and was starting to take people's names and addresses with a view to issuing fixed penalty notices.

Members were concerned about the impact on the enforcement officers and discussed the possibility of training other staff to become 'authorised officers' so they could cover sickness absence and annual leave.

*The meeting closed at 9.31pm.*

**Committee:** Town Management and Highways

**Date:** 2 March 2022

**Title:** Matters arising from the minutes of the Town Management and Highways Committee meeting held on 12 January 2021

**Purpose:** 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 if further information is required.

### **Report**

#### **21/50/TMH – Parking**

Dorset Council Highways officers met with some residents of Springhill Gardens to discuss their concerns and to look at what measures could be taken. The list of major events has been provided to assist Dorset Council's enforcement officers in targeting days when parking issues are likely to be at their worst.

#### **21/51TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 10 November 2021**

##### **Request for access across Woodmead car park**

The piling and consolidation work to the boundary between Overjordan and the council's public car park are now complete, and the only remaining 'building' works are wholly within the curtilage of Overjordan. The piling work passed without incident or complaint and was completed ahead of programme. No damage was caused to the council's property and final reinstatement will be completed as soon as materials deliveries to Overjordan have finished.

##### **Roof and Balustrading**

No further incidents of vandalism have occurred. The CCTV remains in operation to monitor the roof area.

The minor leak into the antiques and craft centre continues to be investigated by the contractor and further remedial work is planned. The focus of the investigation remains on the rooftop ramp and the associated drainage.

The detailed, written 15-year roof warranty has been provided to the council and an appropriate regime of inspection and maintenance will be put in place to ensure the terms of the warranty are fully complied with.

No other issues have been reported.

## **21/52/TMH – Update Report**

### **Seafront railings**

The contractor is now in receipt of all posts from the foundry and work will commence on 7 March 2022. Discussions have taken place with the contractor, who remains confident that the works can be completed in approximately three weeks, i.e., before Easter. A pre-commencement site meeting is being arranged, at which some final and detailed issues about working methods and site management will take place.

The biggest concern centres around the removal of the existing posts in a way which does not destroy the existing coping stones, and which minimises noise and disruption whilst work is ongoing. The chairman of this committee will be invited to the pre-commencement meeting.

### **Park and ride**

The application for the associated AA advanced signage has been submitted and is being processed by the AA.

Discussions have taken place with the chairman of Charmouth Parish Council about its support for a third bus serving the town and the precise details still need to be finalised.

The landowner has been contacted about arrangements for the coming year, including the usual licence arrangement

First are progressing work from their end and everything will be in place to commence the service from Easter onwards.

### **Sale of Additional Beach Huts on Cart Road**

The sale of the two huts is being completed and a replacement clause has been incorporated into the licences as requested. The two additional huts are at the western end of the existing privately-owned huts and are numbered P45 and P46.

The final batch of 12 replacement council-owned huts will be installed in March.

### **Car park cash collection service**

G4S failed to collect the cash again recently and the operations manager under guidance from the chairman of this committee, the chairman of Strategy and Finance Committee, and the town clerk, has initiated a change to a new contractor.

The market is extremely limited in the south west for cash collection contractors. Pivotal, the same provider DC are now using, will begin cash collections from 2 March 2022.

### **Amenities hut replacement**

The operations manager is in the process of seeking quotes for a replacement amenities hut. Details will be brought to a future meeting of this committee.

### **Guildhall works**

The works to the Guildhall were completed ahead of programme and to budget. The work is, effectively, 'invisible' from within the building and the general view seems to be that the external appearance of the building has not been compromised by the setting back of the oriel window; especially as the roof line has remained unchanged.

Further significant repair works remain to be done to both the Guildhall and the office building, primarily to replace windows, areas of façade, roofing and guttering and these will necessitate a separate road closure, probably in the autumn. Major works are also required to a number of other nearby buildings in Bridge and Church Streets, none of which can be carried out without closing the road to through traffic. Every effort will be made to ensure these works are co-ordinated and take place simultaneously. A more detailed report will come to members in due course.

The works by Dorset Council to upgrade the traffic lights has also been completed and the road re-opened on 17 February 2022, one day ahead of programme.

There is a remaining issue about the size, location and appearance of the new light-control box installed in front of the Guildhall. Dorset Council has undertaken to see how these concerns can be addressed and this is something which may also have to wait until the next road closure. The box in question is pictured below:



## CCTV

Following the information that CCTV units and radio links will not be allowed on lamp columns, the operations manager has approached the Baptist Church, lifeboat station, Rock Point Inn and the provider of the Vodafone tower at Charmouth Road car park to discuss the possibilities of employing CCTV cameras in those locations.

To avoid the need to send the imagery by radio-link across lamp columns across the town and the connection of a fixed fibre link at the town council offices to Dorchester, the operations manager is investigating if onboard recording cameras connecting via 4G can be used by the DC Dorchester CCTV control room instead. Discussions are ongoing.

### **21/56/TMH – Improvements to Town Bus Service and Possible External Funding Opportunity**

As instructed at the last meeting of this committee, a bid was submitted to the DfT 'Tackling Loneliness Fund' by the deadline of 28 January 2022. The bid was discussed with the three nominated member representatives prior to its submission, but the timescales were so tight that there was no opportunity for wider input. The main thrust of the bid was the need for improved local infrastructure and services to allow isolated local residents to get to where they wanted to go when they needed to do it and at an affordable cost.

The bid highlighted how limited local services and challenging local topography made that very difficult for many; especially the elderly and those with limited mobility, of which Lyme has a much higher percentage than average.

The bid has been acknowledged and a statement has been released by the DfT advising that many more bids were received than anticipated. The original indication had been that those selected to go through to round 2 would be notified quickly and that second round bids would be sought by the end of February. That timescale is now clearly not going to be realised.

Matt Adamson-Drage  
Operations manager  
March 2022

Mark Green  
Deputy town clerk

**Committee:** Town Management and Highways

**Date:** 2 March 2022

**Title:** Update Report

**Purpose of the Report**

To inform members about progress on significant works and issues

**Report**

**Car Park Ticket machines**

At the time of writing the car park machines were due to arrive at Flowbird's depot imminently from overseas, with delivery to us expected very soon afterwards.

**Trailer Park at Monmouth Beach, Accreted Land and Harbourmaster's Store**

As previously reported, the extent and use of the accreted land was discussed at a site meeting with Dorset Council and the harbourmaster on 27 October 2021. Further legal and valuation advice has been received and a full report will be brought to members at the next meeting.

The council's solicitor is geared up to serve notice on Dorset Council in respect of the 'Harbourmaster's Store' on 31 March 2022. This is the earliest it can be served given the nature of the 'held over' legal agreement and the annual payment of rent. This notice will require vacant possession by 31 March 2023; by which time the new store building should be completed.

**Bridge Inspections**

Dorset Council bridge surveyors have been asked to inspect the council's bridges in the gardens and by Lepers Well.

**Bowls Club / 6 Ozone Terrace adjoining wall**

Contractors have been appointed and the work is expected to be undertaken by the second week of March. The delay is to allow for warmer weather for the setting of mortar.

**Access across Council-Owned land at Hill Road**

The matter is with solicitors and continues to be progressed.

**Dorset Council Harbour Motorised Water Sports Concession and Water Safety Issues**

Dorset Council has now confirmed in writing it will not be running a paddle boarding concession as part of its motorised water sports concession from the DC section of the sandy beach (or the harbour) going forward.

As previously reported, there have been recent meetings of the 'Harbour Users Group' at which various concerns have been expressed about safety issues; primarily related to water users in the area of the harbour entrance. The agreed water safety working group has met and come up with several ideas to improve current arrangements, including the need to replace several existing and very outdated signs along the seafront, to produce a water safety information leaflet, including an electronic version which can be accessed on multiple websites with links from QR codes to be placed on each existing safety ring box along the seafront and elsewhere.

The town council is represented on the safety group by the deputy town clerk.

### **Asset Reinstatement Valuations**

Following correspondence from the council's insurer, Zurich, it will be necessary for the council to obtain updated reinstatement valuations for each of the council's major assets. A more detailed report will be taken to the next meeting of the Strategy and Finance Committee for consideration.

Matt Adamson-Drage  
Operations manager  
March 2022

Mark Green  
Deputy town clerk



**Committee:** Town Management and Highways Committee

**Date:** 2 March 2022

**Title:** Request for Photovoltaic Panels (PV) on Roof of Chalet at 17 Monmouth Beach

### **Purpose**

To ask members to consider a request to install PV panels on the roof of a chalet at 17 Monmouth Beach

### **Recommendation**

Members support the request to install PV Panels on the roof of a chalet at 17 Monmouth Beach.

### **Background**

1. At the 15 December meeting of Full Council, members endorsed the recommendation of the 11 November 2021 meeting of Town Management and Highways committee **(21/43/TMH)** *to agree in principle to allow solar panels to be installed on chalet roofs, but individual requests are considered on a case-by-case basis by the Town Management and Highways Committee; and not to allow solar panels to be installed on day hut roofs.*

### **Report**

2. The council has now received a formal request from the owner of 17 Monmouth Beach to be permitted to install PV panels on both sides of the pitched roof of this chalet. Drawings of his proposed installation are shown in **appendix 8A**.
3. Dr. Williams has also confirmed that the height of the panels above existing roof height will be no more than about 8 cms in total; including the thickness of the panels (about 3.5 cms). Given the proposed positioning of the panels on the roof, this will not increase the ridge height and any impact on neighbouring chalets is considered acceptable. The immediately adjoining chalet owner has been contacted, but has not responded to date.
4. The chalet itself is not in an elevated position and is 'hidden' behind the seafront caravans at road level, **appendix 8B**.
5. The officer view is that the proposal can be supported.
6. Any recommendations from this committee will be considered by the Full Council on 6 April 2022.

Mark Green  
Deputy town clerk  
March 2022

Hi Mark,

Please find attached the way I think the solar PV panels will look on my cabin roof. The attached pictures are precisely to scale and the panels will likely be 1.03 metres by 1.83 meters. It will be very tidy look and we intend to have 10 panels in all.

I am getting quotes at the moment for the installation. As soon as I get the go ahead from you and the council, I can let you have details of the quote I want to go with. Unless you wish to see the quotes first? No problem either way of course.

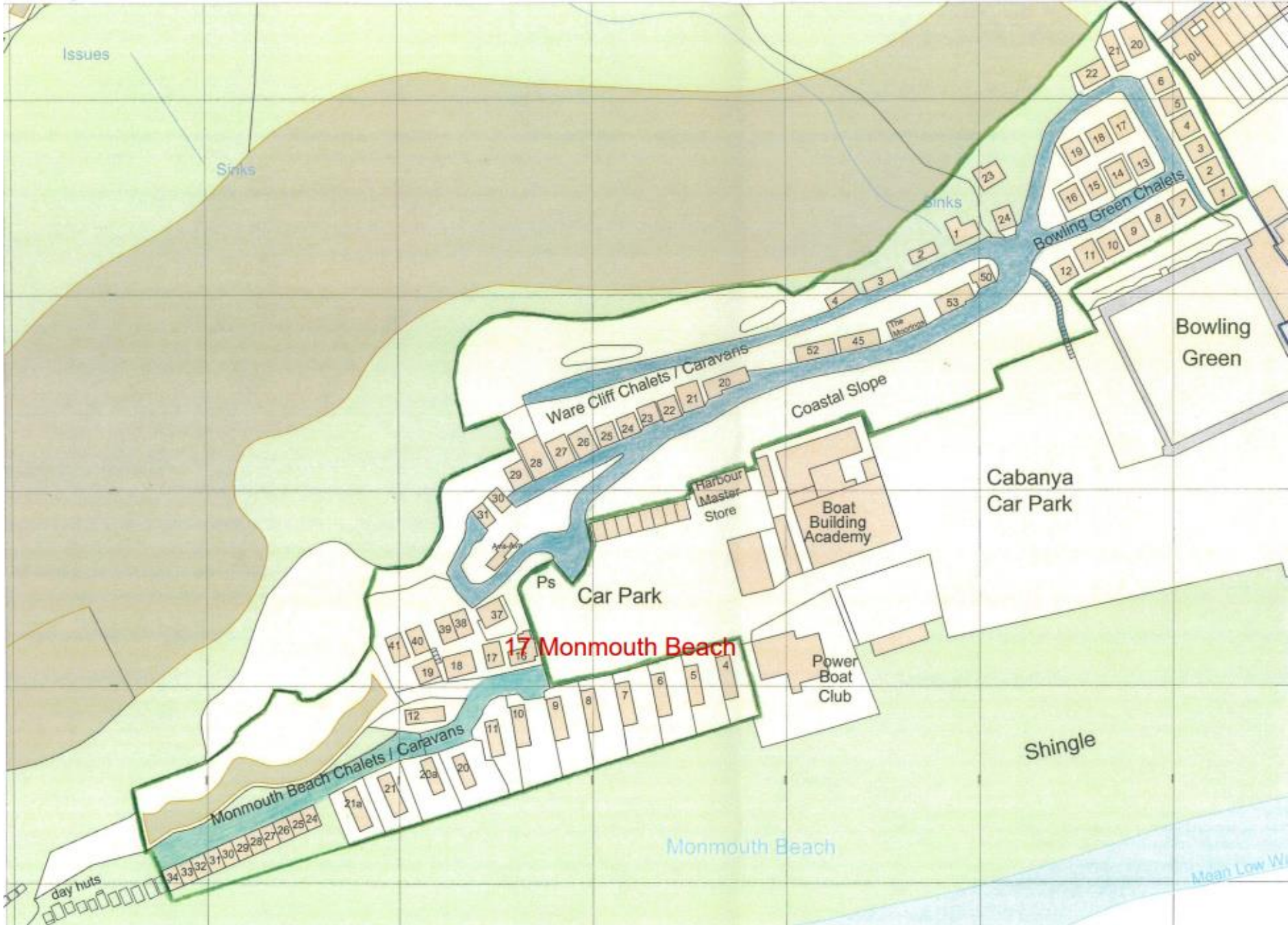
All the best  
Steve

Steven A Williams









17 Monmouth Beach

**Committee:** Town Management and Highways Committee

**Date:** 2 March 2022

**Title:** Public Litter Bins

### **Purpose**

To members to consider quotes for seagull proof public litter bins

### **Recommendation**

Members consider the quotes for seagull proof public litter bins and instruct officers

### **Background**

1. At the Tourism, Community and Publicity Committee meeting on 19 January 2021 seagull deterrents were discussed. From that meeting and the subsequent Full Council, members resolved to obtain quotes for seagull proof waste bins and to report back to the Town Management and Highways Committee.

### **Report**

2. There are a wide variety of different public waste bins available from different providers on the market. Glasdon are one of the main suppliers to councils.
3. The public litter bins along the Cart Road, with the exception of two by the Kiosk, Marine Parade and in Monmouth/Cabanya car parks belong to Dorset Council (DC). They are Glasdon Combo-Catering Waste bins (140ltr) and can be identified by their flip top lids. At the time of writing, a small number were available as a clearance item from £321.70 excl VAT.
3. In the seafront areas, only the BBQ bins belong to this council. They are Derby BBQ secure fire-resistant waste bins by Broxap, currently £379 excl VAT. DC will not purchase BBQ bins due to their stance on portable BBQs due to recent wildfires in Dorset and DC staff do not collect from LRTC litter or BBQ bins.
4. The litter bins in the seafront gardens, cemetery, war memorial, St Michael's churchyard, play areas, Woodmead car park and on Monmouth Beach belong to this council. They are largely Glasdon Jubilee 110s (110ltr). They are £426.01 excl VAT without aperture flaps or blanking plates. The two Jubilee bins at the war memorial are the only bins with aperture flaps and blanking plates amongst the council's litter bins (£498 excl VAT per bin). They were purchased to deter seagulls due to seagull complaints in that area.
5. There are 50 public litter bins on the seafront alone between Cobb Gate and Monmouth Beach car park. If these were replaced with Glasdon Jubilee 110s with 3x blanking plates and 1x aperture flap the total cost for 50x bins would be £24,900 excl VAT.
6. Some seafront councils have employed smart solar bins that crush waste allowing for less emptying and technology that emails when the bin is filling up/full. These hold up to eight times as much waste as a normal bin. This allows for less bins and less emptying and it would mean the council would not have to double up on bins as they currently do in some locations. It would also mean collection teams would not need to waste time visiting every bin because the bin would inform them when it was full. However, smart bins are extremely expensive.
7. Big Belly, according to their website, the world leader of smart waste and recycling, were approached for a quote. Their HC5 smart bins cost £4,487 each based on a purchase of 30 bins (£134,612). They also have a refurbished HC5 option (used smart bins) at £2,735 each. A trial

can be arranged at £500 per bin, which is refundable from a subsequent purchase. Big Belly bins are used, among other councils, by Southampton City Council and Aberdeen City Council.

8. A potential option could be to introduce a small number of smart bins, perhaps up to five, in key locations such as outside the Kiosk and the main entrances to the beach.
9. Any decision to introduce new bins to the seafront would require consent from DC to ensure their continued collection. Collections from seafront litter bins are supported by this council's staff when DC's staff are not on shift in the summer evenings, during events or when the bins overflow.
10. While there is already a small budget for replacement litter bins, the project would be unbudgeted expenditure.
11. Any recommendations from this committee will be considered by the Full Council on 6 April 2022.

Matt Adamson-Drage  
Operations manager  
March 2022



Glasdon Jubilee 110



Glasdon Combo-Catering 140ltr



Derby BBQ bin by Broxap



Big Belly HC5 Smart Bin

**Complaints, Incidents and Compliments Summary – 6 January 2022 to 23 February 2022**

Members are asked to approach staff in advance of the meeting if they wish for further details of any compliment or complaint.

**Complaints and incidents dealt with by LRTC**

No.	Date	Incident?	Where?	When did it occur/when noticed?	Item reported to	LRTC action
67	07.01.22	Over the Christmas holidays the sandy beach felt very dangerous for children because there were a large number of dogs rampaging on the beach. It felt so inappropriate – its's such a small space and for children is like a sandpit! I had no idea until I looked online that dogs now have to be put on a lead, this is such good news and should hopefully help everybody to enjoy the space. But over Christmas nobody was complying with this. Please could you organise some large signs, so people are aware and I think there needs to be some enforcement as well. I feel it's only a matter of time until a child is hurt by an overexcited dog and I feel children's enjoyment of the beach is being largely curtailed by this.	Seafront	Christmas period 2021	Ops Manager	Ops Mgr replied by email. We have a small enforcement team of two, and one is long term sick at the moment so we are spread very thin. There are signs at all the obvious main beach access points with maps of where dogs can go. In addition we have added simple signage of 'Dogs on Leads on the Beach' or in the summer 'No Dogs on the Beach' to the beach front to make it very clear. I have asked Dorset Council's Dog Warden service to help us enforce the area.
68	12.01.22	I noticed in Lyme online the other day you are keeping the rules regarding dogs on the front beach, but when I go down on my walks each day there are always dogs without leads on the beach. The other day 20. Does no one patrol	Front Beach	Weekend 8/9 Jan	Ops Manager	Ops Mgr replied by email. We have a small enforcement team of two, and one is long term sick at the moment so we are spread



		the area to make sure this does not happen.				very thin. We have asked for enforcement help from the DC Dog Wardens.
69	10.01.22	I would like to complain about your dog policy. Lyme Regis is known as a place for dog lovers to visit and in order to maintain the town's economy this should continue; we should not be as aggressively anti-dog as we have recently become. I live here and I love exercising my dogs here. I love to see visitors to the town coming here with their dogs. Please rethink the punitive dog policy	Front Beach		Ops Mgr	snr admin asst replied by email as follows: Thank you for your email. The dog-related public space protection order (PSPO) for Lyme Regis has divided opinion. Dorset Council introduced the order in January 2021 and it runs for 3 years. Public consultation is always undertaken prior to the introduction of orders and that led Dorset Council to implement the order that we have. This is entirely that Councils decision and not the town council. Dogs are allowed on the front beaches on-leads from 1st October and through the winter. Dog owners are very welcome to bring their dogs for on-lead exercise. In the summer months dogs are not allowed on the front beaches but can still be walked along the seafront walkways on-leads and on the western and eastern side of the town on the beaches. The previous PSPO that ran from 2018-2021 was less restrictive and allowed dogs on the front beaches in the

						winter off leads - but all PSPO'S prior to that were on-lead on the front beaches in the winter. I do hope the regulation doesn't put you off bringing your dog (on-lead) to the front beaches in the winter. It really is a lovely spot.
70	10.01.22	Why oh why has a beach I have used for 50 years had a restriction for dogs and their owners who spend money in the town come about why. Especially when businesses need money due to covid	Front Beach	Ongoing	Ops Mgr	snr admin assist sent email as above
71	08.02.22	We regularly walk the gardens above the Cobb and appreciate the hard work done by the Gardeners even during the winter months. Please, please take back the plot used (not) by the Lyme Garden Association. It is unsightly, not tended, full of weeds and an insult to the gardeners tending the gardens.	Gardens	Ongoing	Ops Mgr	Ops Mgr replied by email explaining the actions the recent council meeting had put in place to review the site later this year.

#### Complaints and incidents dealt with by Dorset Council

No.	Date	Incident?	Where?	When did it occur/When noticed?	Item reported to:	Reference:
5(72)	21.02.22	The new traffic lights are not aligned properly and cannot be seen as you approach them from the East side of the town, they need turning slightly outwards	Church Steet/Broad Street	21.02.22	Senior admin assistant	Reported to Dorset Council Ref: 1189005