



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 20 April 2022 commencing at 7pm when the following business is proposed to be transacted:

John Wright
Town Clerk
08.04.22

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 Committee meeting held on 2 March 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 Committee meeting held on 2 March 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. 31 Ware Cliff Chalet, Request to Construct Extension

To allow members to consider a request from the owner of 31 Ware Cliff chalet to build an extension in materials to match the existing so as to provide an additional bedroom

9. Flail Mower

To allow members to discuss additional expenditure on the budget to purchase a flail mower

10. Request to Site Mobile Catering Trailer on Council-Owned Land rear of Guildhall

To allow members to consider a request received from the current tenant of the Guildhall Shop (Lyme Rocks) to site a mobile catering trailer on land adjacent to and 'above' the existing Guildhall car park

11. Performance Area Shade Sail

To allow members to decide whether to replace the performance area shade sail

12. Kitchen Garden – Three-month review

To afford members an opportunity to review progress at the kitchen garden

13. Lighting in Drakes Way

To allow members to discuss lighting provision and the surface in Drakes Way and out to Broad Street car park

14. Skateboarding

To allow members to discuss skateboarding on the highway

15. Complaints, Incidents and Compliments

Summary of complaints and incidents reported between 24 February and 6 April 2022

16. Exempt Business

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 2 MARCH 2022

Present

Chairman: Cllr J. Broom

Members: Cllr C. Aldridge, Cllr M. Ellis, Cllr B. Larcombe, Cllr D. Ruffle, Cllr Cllr G. Stammers, Cllr G. Turner

Officers: M. Adamson-Drage (operations manager), M. Green (deputy town clerk) A. Mullins (support services manager)

21/59/TMH Public Forum

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

21/60/TMH Apologies

Cllr B. Bawden – fear of intimidation
Cllr C. Reynolds – appointment
Cllr R. Smith – work commitments
Cllr D. Sarson – holiday

21/61/TMH Minutes

Proposed by Cllr M. Ellis and seconded by Cllr G. Turner, the minutes of the previous meeting held on 12 January 2022 were **ADOPTED**.

21/62/TMH Disclosable Pecuniary Interests

There were none.

21/63/TMH Dispensations

There were none.

21/64/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 12 January 2022

Request for access across Woodmead car park

Cllr M. Ellis asked what the final date was that access would be required across the car park as it needed to be clear for the main season.

The operations manager said he would find out and report back to members. He said the final 12 beach huts which were being replaced would be removed from the seafront the following week so the space would also be needed in the car park to store them.

Guildhall works

Cllr B. Larcombe commented on how good the work to the oriel window was, which enhanced the building and was carried out to price and on time. He said it was worth noting the how good a job the contractor had done for future reference.

Cllr J. Broom asked if the traffic lights were working as he had waited at the top end of the lights for three minutes.

The operations manager said he would follow this up with Dorset Council (DC).

Sale of Additional Beach Huts on Cart Road

The operations manager confirmed the sale of the two beach huts had been completed.

CCTV

The operations manager said the camera in the gardens looking onto the seafront roof had been supplied for free for an indefinite period of time but it was now going to be removed by the supplier. He said he was still progressing the wider CCTV project, of which this camera would become part, but there would not be a camera in that location for the time being. However, if members wanted him to get a camera, that particular model with the servicing package would be £8,000, or they could wait until the whole project came back as a whole, which would cost £40-£50,000, of which 80% would hopefully be paid by the Office of the Police and Crime Commissioner.

Cllr J. Broom asked if the camera had been of some value.

The operations manager said it had captured someone in the immediate vicinity after the roof glass had been broken, which was then passed onto the police.

Cllr J. Broom suggested a dummy camera to deter people from vandalism, although members felt the mentality of those who caused damage wouldn't be affected by whether it was a real camera or not.

Lamp columns

Cllr B. Larcombe said he had been contacted by a member of the public about a lamp column at Jane's Café which had been out all summer, but he believed it was a DC column.

The operations manager said there were two lights which were not working; one within the Jane's Café seating area and one on the beach near the Harbour Inn seating area and due to their location, DC believed the town council had asked for them to be installed as part of the gardens' regeneration.

Cllr M. Ellis said she was on the council at the time of the gardens' regeneration and didn't recall the council asking for any lamp columns.

The operations manager said they had never been serviced by DC, despite having DC reference numbers on them and DC had subsequently removed the numbers. He said an electrician was coming to look at other lights and could look at the column at Jane's Café as it could be fixed without the town council taking on permanent responsibility for it. He felt the town council should try and get it working or it would remain broken.

Cllr M. Ellis suggested the operations manager asked DC for proof the town council requested the column, and in the meantime, inform DC an electrician would look to repair the light without prejudice.

Cllr B. Larcombe was concerned if the town council repaired the light, it would imply ownership.

The operations manager said DC was also denying ownership of lights outside the lifeboat station and outside the traders' car park, which were areas clearly owned by DC.

Cllr B. Larcombe asked if DC couldn't disprove those lights were theirs, who did they believe installed them? He said West Dorset District Council installed them and that obligation moved to DC.

It was agreed the operations manager would continue corresponding with the relevant officer at DC to determine responsibility.

Improvements to Town Bus Service and Possible External Funding Opportunity

Cllr C. Aldridge said given the very short amount of time the deputy town clerk had to submit the funding bid, he had done a very good job, but the timescale for being notified of the outcome would be longer than hoped due to the number of applications.

21/65/TMH Update Report

Car park ticket machines

The operations manager said the new machines had arrived and would be installed in stages so there were always operational machines. He said the new cash collection company, Pivotal, started collecting that day.

21/66/TMH Request for Photovoltaic Panels (PV) on Roof of Chalet at 17 Monmouth Beach

Cllr J. Broom said although the adjoining chalet owner had been contacted about the request, he felt the impact would be greater on the chalets behind, i.e. numbers 37, 38 and 39, and they should be contacted to ask if they were happy with the PV panels.

Cllr G. Stammers said the council had agreed in principle to allow PV panels on chalets due to the climate and environmental emergency declaration so it was tied into allowing the request, even if members didn't feel it was aesthetically pleasing.

Cllr M. Ellis agreed and said she felt the council had no choice but to agree the request; chalets had electricity already and the owners were trying to reduce their carbon footprint. She said it was not necessary to ask other chalet owners if they were happy with the PV panels as this was not a requirement if people were putting them on their houses.

Cllr C. Aldridge said she had seen huts in Muddiford with panels on and they weren't that noticeable as they were flush to the hut.

Cllr B. Larcombe said if the panels were facing south they would be seaward but if they were on the gable end, there would possibly be a strong reflection.

Cllr M. Ellis said if the panels were flush on the chalet, she didn't see any reason to refuse them. She said there were panels on the Woodmead Halls which she could see from her house and they didn't reflect that much.

The operations manager said the default position for the council should be to approve requests and if it refused requests, it should be an exception.

Proposed by Cllr M. Ellis and seconded by Cllr G. Stammers, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the request to install PV Panels on the roof of a chalet at 17 Monmouth Beach.

21/67/TMH Public Litter Bins

The operations manager said although the council could consider replacing its own bins with seagull proof ones, the vast majority were owned by DC.

Cllr B. Larcombe suggested the council lobbied DC to install seagull-proof bins when they required replacement.

The operations manager said two bins with letterbox openings were recently installed at Cat's Park but with flaps on and it cost £30 for a flap kit. He said Dorset Waste Partnership (DWP) was under budgetary constraints at the moment but it had ordered new bins, although he hadn't yet requested any. However, if the town council wanted to pay for new seagull-proof bins, DWP would be quite happy to empty them.

Cllr M. Ellis said she was sure in the long run seagull proof bins would be more cost effective because of the time it took for the workers to pick up rubbish that had been pulled out of the bins by the seagulls. She suggested the council looked at replacing its bins on a rolling basis to spread the cost and to also ask DWP to support the council in this.

The operations manager said he had a standard budget for bins which contained enough money to replace up to five bins each year.

Proposed by Cllr J. Broom and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to put seagull proof flaps on all town council bins on a rolling basis within the already approved budget for waste bins, focusing on the areas where the problem is worse, and to also ask Dorset Waste Partnership to support the council in tackling the issue by installing seagull-proof bins when they are replaced or when new ones are installed.

21/68/TMH Complaints, Incidents and Compliments

Referring to complaints about dogs on the beach, Cllr C. Aldridge asked if the council was going to take a tougher stance on those who didn't abide by the rules as it had previously said it would.

The operations manager said the enforcement officers were taking names and addresses and those details went on a DC system, so if the individual was approached for a second time, they would be issued with a fixed penalty notice. He said officers hadn't yet reached the point of issuing a fixed penalty notice.

Cllr M. Ellis asked if people were giving the correct name and address.

The operations manager said the law said if a person committed an offence, which they had if a dog was off a lead, they had to provide an address to a PC or an authorised officer, and the enforcement officers were authorised officers. He said they were committing a further offence if they didn't provide a name and address, at which point, the police needed to step in. He said the police had committed to supporting some targeted approaches with the enforcement officers.

The meeting closed at 7.50pm.

Committee: Town Management and Highways

Date: 20 April 2022

Title: Matters arising from the minutes of the Town Management and Highways Committee meeting held on 2 March 2022

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

21/64/TMH - Matters arising from the minutes of the Town Management and Highways Committee meeting held on 12 January 2022

Request for access across Woodmead car park

The major structural works to the boundary between Overjordan and the Woodmead car park have all been completed but works within the property continue.

These ongoing works involve occasional deliveries of materials by vans and small lorries, but do not interfere with the day-to-day operation of the main car park.

The works have continued longer than expected mainly because of delays in the availability and delivery of materials. All work is expected to complete shortly, and the overflow car park will be available for parking during the Easter holiday period.

Sale of Additional Beach Huts on Cart Road

The sale of the two huts has been completed, new licences signed, and the annual ground rent paid. As requested by members, the new licences include a requirement to replace the huts with new after 10 years, if requested by the council.

The planning permission obtained for the additional huts does allow for a further two huts to be added, whether for sale or rent, and this can be explored in the future if members so wish.

Guildhall and office works

As previously reported, 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, including the Museum, 1 Church Street and the Hub, none of which can be carried out without closing the road to through traffic. Work is ongoing to co-ordinate the timing of these various works and to agree the basis for sharing the costs involved in obtaining the necessary order, etc.

The works by Dorset Council to upgrade the traffic lights was completed on 17 February 2022 and, to date, the lights seem to be working much more reliably than was previously the case; although waiting times 'on red' do appear to be longer.

Improvements to Town Bus Service and Possible External Funding Opportunity

Dates are being finalised for a discussion with Damory about possible changes to the town bus service. Any changes will take some time to implement because of the need to register any agreed alterations with the Traffic Commissioners, who require a minimum of 56 days' notice. Any changes are likely to be at increased cost, and an additional sum has been included in the budget for 2022/23.

The external funding bid to the DfT 'tackling loneliness fund' was unsuccessful. The fund was hugely oversubscribed and only 5% of bids actually progressed to the second stage; after which further shortlisting will take place.

Matt Adamson-Drage
Operations manager
April 2022

Mark Green
Deputy town clerk

Committee: Town Management and Highways

Date: 20 April 2022

Title: Update Report

Purpose of the Report

To inform members about progress on significant works and issues

Report

Jubilee Pavilion

Members have previously approved a budget of up to £50k to resolve problems of water ingress into the Jubilee Pavilion and to make the building 'fit' for use. The commercial letting of the building has also been supported, given its relative lack of use in recent years and the significant costs associated with it being rated as a shop; which the Valuation Office Agency insists is the correct basis for assessing the property.

Further work has been undertaken to identify the cause of the water ingress and it has become clear that there are significant structural problems affecting the rooftop stone parapet. Cracking and movement are evident at each corner and along the frontage and work is urgently required to investigate further and to then take down, repair and rebuild some of the stonework as required.

From the inspection already carried out, it is evident that historic repairs have been carried out in this area.

A detailed report is currently being prepared, after which quotes will be obtained.

The work is likely to require a full scaffold but probably won't require any external permissions; although this is currently being checked.

At this stage and without further investigation, it is probably premature to speculate about the cost of the required works. Hopefully, the approved budget will be adequate to complete any work plus any other required work connected with the future use of the building.

Taxi Rank

The office has followed up with Dorset Highways the request to introduce a taxi rank in Lyme Regis. No further update was available at the time of writing.

Mary Anning Statue land

Dorset Council has confirmed it owns the site of the statue and is in discussions to transfer the site to the trustees. Given the very complicated history of land ownerships in this area, this council's solicitor also investigated the situation and concurs that Dorset Council owns the site concerned.

Uplyme Parish B3165 Lyme Road 20mph request

Uplyme Parish Council has notified this council that it has requested Devon Highways introduce a speed limit change from 30mph to 20mph from the mini-roundabout by Masters Close to the Black Dog on the B3165.

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 discussions have commenced with Dorset Council about the basis for renewing the lease of the trailer park and the use of the town council's accreted land. A full report will be brought to members at the next meeting.

The council's solicitor is instructed to serve notice on Dorset Council in respect of the 'Harbourmaster's Store'. Having further reviewed the legal position, a minimum of 6 months' notice is required rather than the 12-month period previously thought. Notice will be served with an end date of 31 January 2023 rather than 31 March 2023. This is the earliest date which is legally compliant and is 2 months earlier than originally intended. The deputy town clerk has spoken with Dorset Council's head of service to notify him of the situation in advance of the legal notice being served. From that conversation, it appears the timescale for Dorset Council completing the new/replacement building is uncertain and that additional external funding is being sought.

This council's position with regard to available, undercover storage for valuable assets like the beach rake remains critical and the harbourmaster's store remains a crucial part of resolving that problem.

Bowls Club / 6 Ozone Terrace adjoining wall

The works to repair the wall have been completed and additional work was also undertaken to repair a significant cavity between this wall and the bowls club building adjoining.

Access across Council-Owned land at Hill Road

Solicitors are currently finalizing the legal work.

Asset Reinstatement Valuations

Quotes are being obtained to undertake this work. From those received to date, the total cost is likely to be around £2.5k

Roof and Balustrading

Investigation continues to identify the cause of the ongoing minor leak into the Antiques and Craft Centre. The focus is now on the transverse drains beneath the ramp.

No other leaks or issues have been reported.

No further problems have occurred with the glass balustrading.

Seafront railings

The work to replace the seafront railings 'like-for like' has been completed and the council has received numerous positive comments.

The work was completed before Easter as specified and only very slightly over the original budget. The small increase in cost was as a result of:

- agreed works to 'pin' several of the coping stones which were loose and in a potentially dangerous condition.
- a small increase in the measured length of the completed works as compared with the pre-commencement figure. The difference relates to works at the steps and ramps to comply with modern health and safety requirements. The agreed price was based on a per metre rate.

The final cost of the works was just over £90k. After deducting the contribution received from Dorset Council, the net cost to this council was approximately £71k, an increase of about £3k on the initial figure.

The solid horizontal bar and the remade backstays are all galvanized before painting and 3 coats of a special marine grade paint have been applied throughout.

Park and ride

The service will commence operation on Sunday 10 April and then run to the timetable and on the days already notified to members through briefing and shown at **appendix 7A**. The service is being run with the support of Charmouth Parish Council and utilizing 3 double deck buses running in a continuous 'loop' between the park and ride site, Lyme Regis and Charmouth.

Service frequency will be approximately every 15-17 minutes and will commence at approximately 10am and finish at approximately 7.30pm.

Tickets will be valid for the day of purchase and will allow multiple trips or 'legs'. Prices are £2.50 per child, £3.50 per adult or £8.00 for a group of up to 5 people (any combination of adults and children). Concessionary passes are accepted.

All of the major holiday parks close to the route have been notified in advance and the service has been well received by them.

The service will be available to use by visitors and residents alike.

The advanced signage on the A35/A358 will be put up by the AA on Monday 11 April, it having been decided it was better to delay until after the service had commenced rather than put up on 7 April (the only other option) and run the risk of large numbers of vehicles turning up on site on Saturday 9 April, only to find the service not operating on that day.

Discussions about a special late-night service on 5 June in connection with QPJ celebrations are ongoing, but it currently looks likely that something can be agreed.

Matt Adamson-Drage
Operations manager
April 2022

Mark Green
Deputy town clerk

Committee: Town Management and Highways

Date: 20 April 2022

Title: 31 Ware Cliff Chalet, Request to Construct Extension

Purpose of the Report

To allow members to consider a request from the owner of 31 Ware Cliff chalet to build an extension in materials to match the existing so as to provide an additional bedroom

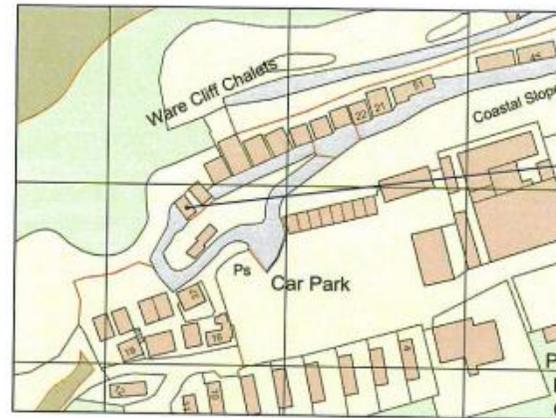
Recommendation

Members consider a request from the owner of 31 Ware Cliff chalet to build an extension in materials to match the existing so as to provide an additional bedroom

Report

1. The owner of 31 Ware Cliff chalet has requested permission to build an extension in materials to match the existing so as to provide an additional bedroom.
2. The location of 31 Ware Cliff is shown on the plan at **appendix 8A**, as is the extent of the requested extension (hatched). A more detailed plan of the building is attached as **appendix 8B**.
3. The extension can be accommodated entirely within the plot boundary and there are no immediately neighbouring chalets likely to be affected by the extension.
4. The officer view is that the request can be supported subject to the design and materials matching the existing.
5. It is possible that the extension may require other permissions, either planning or building regulations, and any approval should be conditional on the owner first obtaining any other required consents.
6. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

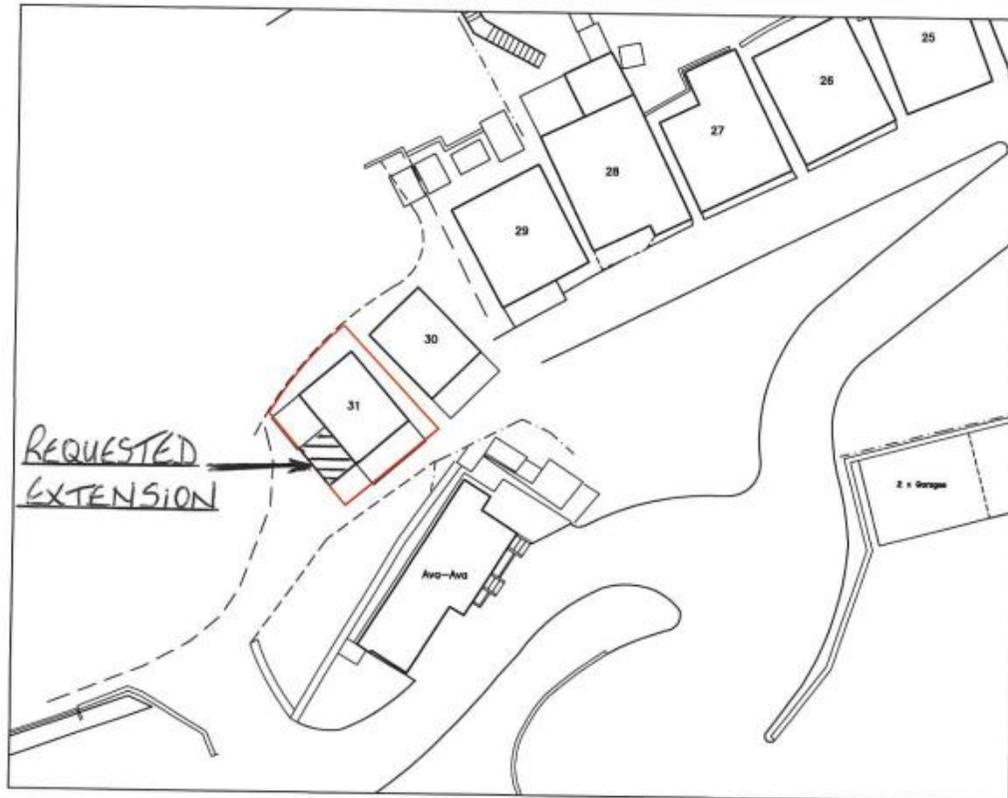
Mark Green
Deputy town clerk
April 2022



OS Location Plan 1:1250



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Boundary Plan 1:250





PROPOSED ALTERATIONS TO
THE CHALET LYME REGIS

For :
Mr & Mrs ARNOLD

Drawing No : 19-131-02

Drawing Title : Floor Plan

Scale : 1 : 50

Date : Sep 2021

Committee: Town Management and Highways

Date: 20 April 2022

Title: Flail Mower

Purpose of the Report

To allow members to discuss additional expenditure on the budget to purchase a flail mower

Recommendation

Members instruct officers to obtain an updated quote for a flail mower and to proceed with the purchase

Background

1. At the Full Council meeting on 1 May 2019, it was resolved 'to purchase a flail hedge cutter/verge mower from Buglers and approve unbudgeted expenditure of £11,500 + VAT'.

Report

2. The mower was not purchased as the agency agreement with Dorset Council had not been signed. The agreement is now in place and the chairman of this committee has requested that the lengthsman cuts the approaches to town, particularly on Charmouth Road. This will be additional expenditure in this financial year and would need to come from the reserve.

Report

3. Officers will seek updated quotes for a flail mower on instruction as prices will have changed since 2019. As the council has already resolved to purchase the mower, it is proposed officers are given authority to proceed with the purchase upon receipt of an updated quote, which can be reported to the next meeting.
4. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

Matt Adamson-Drage
Operations manager
April 2022

Committee: Town Management and Highways

Date: 20 April 2022

Title: Request to Site Mobile Catering Trailer on Council-Owned Land rear of Guildhall

Purpose of the Report

To allow members to consider a request received from the current tenant of the Guildhall Shop (Lyme Rocks) to site a mobile catering trailer on land adjacent to and 'above' the existing Guildhall car park

Recommendation

Members consider a request received from the current tenant of the Guildhall Shop (Lyme Rocks) to site a mobile catering trailer on land adjacent to and 'above' the existing Guildhall car park

Report

1. The town council own all that land edged red on the plan attached as **appendix 10A** adjoining the council offices and Guildhall.
2. The town council had previously discussed extending the existing Guildhall car park to include the land shaded blue on **appendix 10A** but this was not pursued when plans to update and improve the office building were scaled back to focus solely on essential maintenance and repairs.
3. The 'blue' land remains unused.
4. The current tenant of the Guildhall shop, Lyme Rocks, has asked whether it might be possible to site a mobile catering trailer, together with tables and chairs, on the 'blue' land and a copy of the request is attached as **appendix 10B**.
5. The request includes an indicative design of trailer, although it has been emphasised that this could be altered to suit the location.
6. The year round use of this site for this purpose would almost certainly require planning permission and may even require Listed Building Consent if it were deemed to be within the curtilage of the Guildhall. No approach has been made to Dorset Council about this. Historically, there were other buildings in this location and the undercroft of the Guildhall – the area now occupied by Lyme Rocks – used to be a market area.
7. Members are asked to consider the request. If the principle is considered acceptable, then further discussions about site fees and charges would be required, as would further discussions about the need for further permissions or consents.
8. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

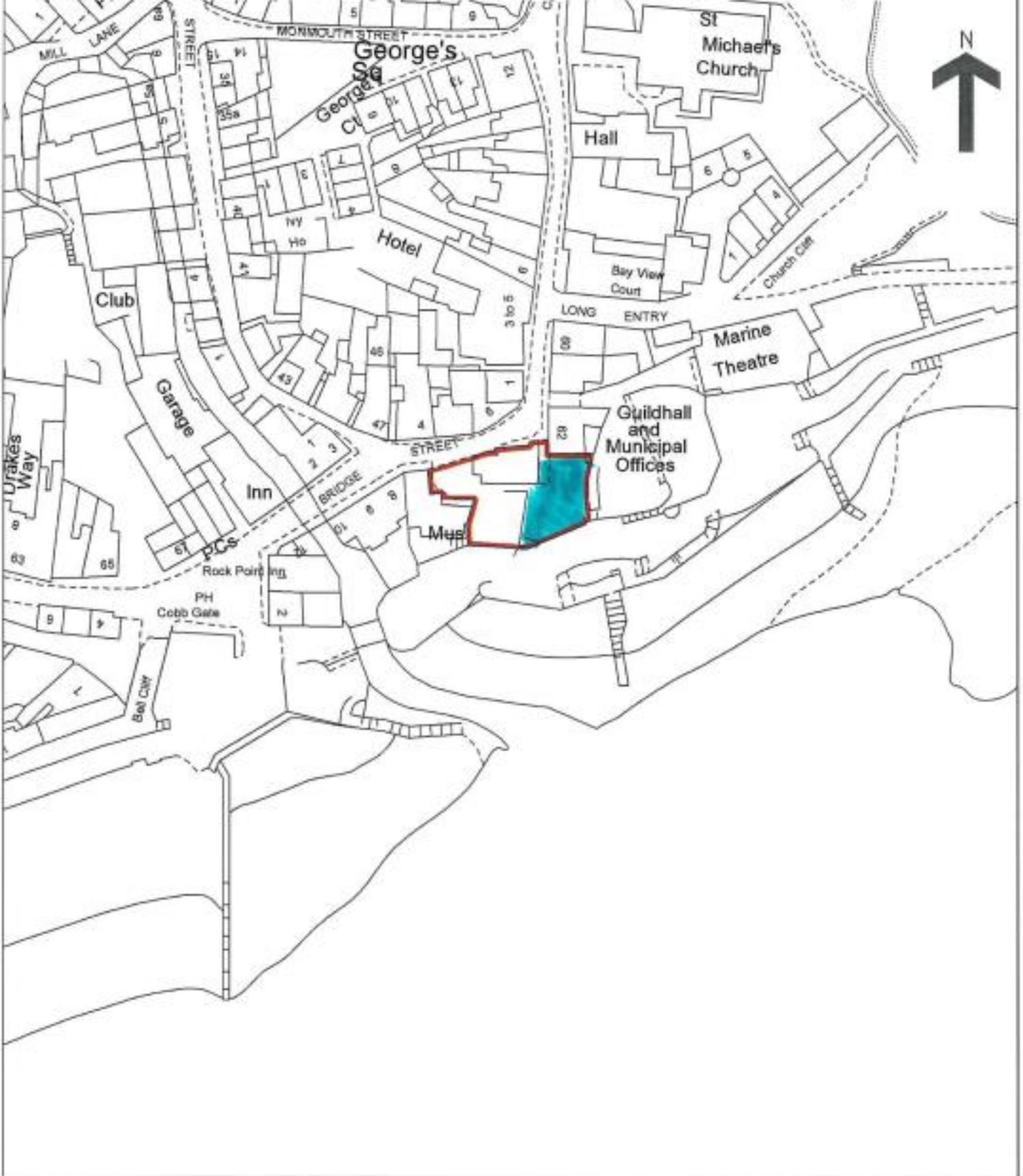
Mark Green
Deputy town clerk
April 2022

HM Land Registry
Official copy of
title plan

Title number **DT433800**
Ordnance Survey map reference **SY3492SW**
Scale **1:1250 enlarged from 1:2500**
Administrative area **Dorset**



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Proposal for terrace at the back of the Guildhall building

Site – The lower level between the council carpark and the upper level

Proposition

We would like to lease the site mentioned above to situate a café style offering throughout the year. We would need to have movable serving kiosk(s) size dependent on what can be maneuvered into position via the steps from the top level to the area in question. We would like to be able to decorate this space and put out benches with umbrellas etc etc.

The food offering would be seasonal so soup and rolls etc in winter with ice creams milkshakes at other times of year plus of course teas, coffees, cold drinks, snacks etc.

Opening hours would be similar to that of Lyme Rocks but essentially a day time venture 7 days per week.

Questions:-

Is it possible to get electricity out to this area?

LEO MARKHAM



"EXAMPLE DESIGN"

Committee: Town Management and Highways

Date: 20 April 2022

Title: Performance Area Shade Sail

Purpose of the Report

To allow members to decide whether to replace the performance area shade sail

Recommendation

Members agree to replace the performance area shade sail and place an order with Kemp Sails

Background

1. The last shade sail over the performance area at the Marine Parade Shelters was purchased in 2018 for £4,519.52 in Soltis 86 material from Kemp Sails, Wareham.
2. During the last season the shade sail had ripped at one of the tensioning points. The manufacturer confirmed that a lasting repair was not possible due to the location of the tear. They also confirmed that in a seafront location a reasonable life for the product would be five years. They now recommend Soltis 92 as a lighter weight fabric than Soltis 86.

Report

3. Officers have sought quotations for a replacement shade sail. Four manufacturers were approached and three have provided quotations. They are:
 - a. Kemp Sails – £4,798,79 inc VAT in Soltis 92.
Kemp Sails are a family owned sail-making company established in 1985 in Wareham.
 - b. Cunningham Covers, Northern Ireland – £1,695 +VAT in structural PVC.
Cunningham Covers of Northern Ireland are the leading tarpaulin cover manufacturer in the UK.
 - c. Tensile Fabric Structures – £5,500+VAT in Commercial 95 (HDPE) material.
Tensile Fabric Structures from Monmouthshire have over 30years experience in creating bespoke tensile structures both nationally and internationally.
4. The materials the manufacturers use are different and have differing properties. On further investigation structural PVC would not be expected to last in a seafront location. Commercial 95 (HDPE - high density polyethylene) appears to have better tensile properties and is designed to stretch and conform to the shape it is pulled into, but HDPE can degrade under UV. Soltis 92 is a dimensionally stable fabric, meaning that it will not stretch or sag over time. It is UV stable and fungicidally treated.
5. The lead times for an order are around six weeks. To attempt to have the shade sail in time for Jazz Jurassica and the Jubilee events, an order must be placed on recommendation of this committee. It is unbudgeted expenditure.

6. This means that any recommendation will be retrospectively approved by the Full Council on 18 May 2022.

Matt Adamson-Drage
Operations manager
April 2022

Committee: Town Management and Highways

Date: 20 April 2022

Title: Kitchen Garden – Three-month review

Purpose of the Report

To afford members an opportunity to review progress at the kitchen garden

Recommendation

Due to the progress to date, the kitchen garden project is allowed to continue to the six-month review

Background

1. At the meeting of this committee on 12 January 2022, members considered the future of the kitchen garden in the Langmoor Gardens. It was recommended, and subsequently resolved by Full Council on 16 February 2022, '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'.
2. This report serves as the opportunity for a three-month review.

Report

3. Since the meeting in January, appropriate sculptures have been introduced to the area in collaboration with the Woodroffe School, and weeding and planting has commenced. Cllr Reynolds may wish to update the meeting further.
4. The group has also applied for and been awarded by this council a community grant of £150 to purchase seeds, compost and plants.
5. Given that progress has clearly been made, it is suggested the project is allowed to continue to the six-month review.
6. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

Matt Adamson-Drage
Operations manager
April 2022

Committee: Town Management and Highways

Date: 20 April 2022

Title: Lighting in Drakes Way

Purpose of the Report

To allow members to discuss lighting provision and the surface in Drakes Way and out to Broad Street car park

Recommendation

Members instruct officers to request that Dorset Council investigates the lighting provision and surface condition in Drakes Way

Report

1. The council recently received an email from a new Drakes Way business owner as follows:

We have recently acquired the lease for 2/3 Drakes Way and the email below is not just relevant to visitors and residents of Lyme Regis but also as a brand new restaurant business we are endeavouring to open up in the lovely alleyway.

Dorset council have responded to my email with a suggestion I contact you. They have advised me that by contacting you, in turn you will approach them with a view to looking into the darkness of this cut through to a council car park.

Tonight, I met an elderly lady that I had to literally guide through Drakes Way by the arm as she was scared and unsure of her footing. She had a car parked in the car park but couldn't properly see her way through. When we reached the car park there was a very uneven surface to the cars from the ramp area.

I write this email as a resident, new business owner and as a genuine concern for anyone venturing down Drakes Way at night.

2. As this area is not within the town council's remit, it is suggested officers request that Dorset Council investigates the lighting provision and surface condition in Drakes Way.
3. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

Matt Adamson-Drage
Operations manager
April 2022

Committee: Town Management and Highways

Date: 20 April 2022

Title: Skateboarding

Purpose of the Report

To allow members to discuss skateboarding on the highway

Recommendation

Members agree local police are contacted to request they conduct an investigation into dangerous skateboarding on the highway

Report

1. Skateboarding on the highway appears to have become more frequent and dangerous in recent years. Speeds reached by some are quite likely to exceed the speed limit for the highway and consequently the ability to control the board in short order is markedly reduced. The likelihood of a skateboarder injuring themselves or others at these speeds is high. The skateboarders concerned are not always young people and teenagers, the majority appear to be adults.
2. The office has received a number of emails expressing concerns about this matter and the mayor recently received the following email from a resident:

I hope you do not mind me expressing concern about the growing trend for skateboarding down Broad Street. As I walked home from work today at about 4.30p.m. there were 4 or 5 young men preparing to skate down the hill and just waiting for cars to pass. There had already been some skating down during the day and it happens frequently as I expect you are aware.

I am all for people enjoying themselves and frankly admire their skill knowing I am well past something like that, but common sense tells me it is only a matter of time before someone gets seriously injured or worse pursuing something that is probably illegal.

If you share my concerns are you in a position to prevent the high street becoming a playground? As the season begins to unfold in town the situation will only get more dangerous and surely these young men can be persuaded to continue their passion elsewhere without becoming a hazard to other road users and inhabitants of Lyme.

It may be something the council has already discussed and I look forward to your thoughts and any suggestions you may have.

3. As skateboarding on the highway is not something which is within this council's remit, it is suggested the local police are contacted to request they conduct an investigation into dangerous skateboarding on the highway.
4. Any recommendations from this committee will be considered by the Full Council on 18 May 2022.

Matt Adamson-Drage
Operations manager
April 2022

Complaints and Incidents Summary – 24 February 2022 to 6 April 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
73	10.03.22	I was walking through the Langmoor and Lister Gardens earlier today when it was quite windy. As I passed one of the lamp posts I could hear 'squeaking' which was coming from the flattened part its become loose and could potentially drop down. The lamp post number is LRTC20, could you please check it out to make sure that nobody gets hurt. Please accept my apologies in advance if it proves to be same and that i've wasted your time.	Langmoor Gardens	09.03.22	Ops Manager	Ops Mgr replied by email. Maintenance staff were sent to investigate. The lamp was found to be securely attached to the column.
74	28.03.22	could you please wash down the steps that lead from the Anchor downwards as they smell of urine from the van that is parked in Cobb Gare, he is also not happy about the Van being there. He insists although it is a Dorset Car Park we should be doing something about the smell.	Cobb Gate Car Park	ongoing	Ops Manager	To the Ops Mgr's knowledge, the area does not belong to LRTC. The Ops Mgr contacted Dorset Highways, who were investigating the van with the police.
75	28.03.22	Mrs Tingley said she is concerned about the tent on Monmouth Beach, which is just outside her beach hut. The man in the tent has been there since at least 15 March. Mrs Tingley says he is drinking quite heavily and talking rubbish and it is making her feel uncomfortable sitting outside her hut. She feels that as she pays her dues to us for the hut, we should be able to do something about this man	Monmouth Beach	ongoing	Ops Mgr	Advised to contact the police.
76	29.03.22	I recently visited Lyme Regis with a friend who	Lyme Regis	Ongoing	Ops Mgr	Operations manager and also

		has recently needed to use an electric wheelchair. It became obvious there is an accessibility problem for wheelchair users. We are aware improvements may be limited because of the age of the town and narrow streets but there are definitely things that can be done to enhance the enjoyment of a visit to the town of disabled people. I could give example, but I suggest someone gets into a wheelchair and experiences it for themselves. Especially along the Cobb and the narrow pavement up the main street.				advised to speak to Dorset Council
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Complaints and incidents dealt with by Dorset Council

No.	Date	Incident?	Where?	When did it occur/When noticed?	Item reported to:	Reference:

Compliments received

No.	Date	Compliment	Where?	Item reported to:	Any further information
47	28.01.22	I was extremely saddened to read the article in Lyme Online (Friday 21 st January) with regard to your staff being subjected to abuse from dog owners because they are trying to enforce the PSPO restrictions on the front beach which were introduced a year ago. It is absolutely unacceptable that this is happening when your staff are only doing their jobs in trying to keep the public safe. These restrictions were implemented for a reason because as you already know, the sandy beach was fast becoming a no-go area in the winter due to the sheer number of loose dogs racing around the beach, leaving their mess and making it an	Front Beach	Town Clerk	

	<p>unpleasant place to visit. To be fair, the restrictions had improved the situation for a time, especially with lockdown making it less likely that people wished to mingle in public places. For the first time in years, I have seen families with children using the beach again in the winter months. Even playing ball games in the sand, which would have been unheard of when loose dogs were bombing around! Sea swimmers could now swim with confidence, knowing they could leave their belongings on the sea wall without fear of a dog interfering with them. Unfortunately, because a small section of people didn't like the new rules, they decided to flout them and have been constantly allowing their dogs off-lead with the assumption they would not get fined. Now, I agree, the time has come that enough warning has been given and your enforcement officers would be perfectly entitled to issue fines. Publicising the fact that fines are now being issued, could be a deterrent to those wishing to continue to ignore the signs. I also hope that when the time comes for Dorset Council to reconsider the PSPO in two years' time, the all-year-round ban will be also reconsidered, which I know Lyme Regis Town Council had already advocated. I assume that the 'on lead' solution from Dorset Council was a compromise, which I expect they hoped would pacify dog owners who still wished to walk their pets on the beach, knowing that it would be easier for them to keep an eye on their dogs' behavior and pick up any mess. Sadly though, as we can see, this approach does not seem to be working as more and more people think the rules somehow don't apply to them. Finally, as a resident of Lyme Regis, please may I take this opportunity to thank you and all your staff and council members for your hard work throughout the year, trying to keep our beautiful town such</p>			
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		a pleasant place to live and work.			
48	31.03.22	Could you please pass on my thanks to Matt and Pete. Mark kindly let me have some of the paint left over after painting the other huts and I now have a freshly painted hut. Mark Was helpful and also looked at the drainage problem behind out hut and he said he know how to resolve it and would cut a new channel with a disk cutter to ensure the water made it into the drain, thanks for all your help.	Marine Parade	Matt and Pete	