

LYME REGIS TOWN COUNCIL

TOWN MANAGEMENT AND HIGHWAYS COMMITTEE

MINUTES OF THE MEETING HELD ON WEDNESDAY 5 JUNE 2024

Present

Chairman: Cllr M. Ellis

Members: Cllr B. Bawden, Cllr G. Caddy, Cllr P. Evans, Cllr P. May, Cllr C. Prichard, Cllr C. Reynolds, Cllr G. Turner

Officers: M. Adamson-Drage (operating manager) M. Green (deputy town clerk), A. Mullins (support services manager), AK Mullins (property and projects assistant)

24/01/TMH Election of Chairman and Vice-Chairman

It was proposed by Cllr C. Reynolds and seconded by Cllr P. Evans that Cllr M. Ellis is chairman of the Town Management and Highways Committee.

It was proposed by Cllr G. Turner and seconded by Cllr C. Prichard that Cllr P. May is chairman of the Town Management and Highways Committee.

Cllr M. Ellis was duly **ELECTED** as chairman.

It was proposed by P. May and seconded by Cllr C. Prichard that Cllr C. Aldridge is vice-chairman of the Town Management and Highways Committee.

It was proposed by Cllr C. Reynolds and seconded by Cllr P. Evans that Cllr G. Caddy is vice-chairman of the Town Management and Highways Committee.

Cllr G. Caddy was duly **ELECTED** as vice-chairman.

24/02/TMH Terms of Reference

Proposed by Cllr P. Evans and seconded by Cllr C. Reynolds, the committee's terms of reference were **RECEIVED**.

24/03/TMH Public Forum

N. Russell

N. Russell spoke in relation to agenda item 14, Lyme Regis Proposed Speed Measures and thanked the council and the Dorset Council ward member for addressing traffic issues. She said concerns raised previously about increased footfall on Timber Hill because of the new affordable housing were now a reality, with families with young children walking on a road with no footpaths, speeding traffic and children skateboarding and roller-skating down. The road had limited visibility and was narrowed by hedges. A survey in 2020 showed 300+ cars daily, travelling an average of 38mph down and 34mph up. The re-routing of the coastal path and Covid had led to an increase in walkers, the road was used as a rat run, the park and ride had increased the number of buses using Charmouth Road and the number of cars using Timber Hill to avoid them.

She said Timber Hill residents would like to see considered recommendations but asked that this led to action.

J. Edmonds

J. Edmonds spoke in relation to agenda item 13, Gazebo Refurbishment. She thanked the operations manager for his help so far on this issue. She said there were lots of cigarette ends in the gazebo and asked if they could be cleared up. She asked if the refurbishment of the gazebo could be paid for in the current year's budget. She said it was good to have the guttering cleared and graffiti scrubbed off.

N. Williams

N. Williams also spoke in relation to agenda item 13, Gazebo Refurbishment. He said they would like to see as much action as possible this year and leaving it would cost on everyone's part. He said they would keep pressing. He said they were engaging with the many local events to use the gazebo but a lot more needed to come from the council.

24/04/TMH Apologies

Cllr C. Aldridge – prior engagement
Cllr S. Cockerell – family commitment
Cllr D. Ruffle – family commitment
Cllr G. Stammers – family commitment
Cllr J. Trevena – holiday

24/05/TMH Minutes

Proposed by Cllr P. Evans and seconded by Cllr C. Reynolds, the minutes of the previous meeting held on 3 April 2024 were **ADOPTED**.

24/06/TMH Disclosable Pecuniary Interests

There were none.

24/07/TMH Dispensations

There were none.

24/08/TMH Matters arising from the minutes of the Town Management and Highways Committee meeting held on 3 April 2024

MUGA at Anning Road Playing Field

The deputy town clerk said due to further pipes being found across the field and the youth football's request to re-size the pitch to U13 league standards, officers were looking at moving the location of the MUGA to just below the play area. He said a more detailed report would be taken to the Full Council meeting on 17 July 2024.

The deputy town clerk said the proposed new location would mean it was closer to the flats at Pooles Court, but fewer properties would be affected overall. It was proposed to replace the catch netting with something far less intrusive so the situation may be improved for those residents.

Jubilee Pavilion roof works

The property and projects assistant said the contractors were due to be on site the following morning and were expected to be finished by 7 June 2024, although they would work on the weekend if not. The stonework would be started on 10 June 2024 and completed by 15 June 2024.

24/09/TMH Update Report

Park and ride 2024

The deputy town clerk said he was investigating a pay to park model but providing free travel on a park and ride service may be deemed to be anticompetitive and could generate complaints from other bus operators.

CCTV

The deputy town clerk said the town council's Planning Committee had recommended approval of the skatepark camera and mast and as Dorset Council (DC) was the landowner, the application would be considered by DC's Planning Committee on 20 June 2024. He said the planning officer was intending to recommend approval, but he was awaiting confirmation of this.

24/10/TMH Town Management and Highways Committee – Objectives

Members noted the report.

24/11/TMH Traffic and Travel Strategy Working Group membership

Proposed by Cllr M. Ellis and seconded by Cllr P. May, members agreed to **RECOMMEND TO FULL COUNCIL** to appoint Cllrs C. Aldridge, S. Cockerell, P. May, B. Bawden, G. Caddy and M. Ellis to the Traffic and Travel Strategy Working Group.

24/12/TMH Lyme Regis Proposed Speed Measures

The chairman agreed to bring this item forward on the agenda.

A member suggested speed bumps were installed or yellow lines were extended along Sidmouth Road to prevent parking. However, it was noted a traffic regulation order (TRO) request had already been made to DC for double yellow lines and speed humps would cost more and were no longer favoured, so were less likely to be implemented.

Some members were concerned about approving unbudgeted expenditure for the proposed speed survey and additional speed indicator devices, although it was noted there was £10,000 in the 2024-25 budget to implement recommendations from the Traffic and Travel Strategy Working Group, so this could fall under that.

Members discussed whether this should go to the working group, to make a recommendation to this committee, but officers advised this was not necessary.

Proposed by Cllr P. May and seconded by Cllr B. Bawden, members agreed to **RECOMMEND TO FULL COUNCIL** to use some of the budget set aside for recommendations from the Traffic and Travel Strategy Working Group to fund additional

speed indicator devices for Sidmouth Road at a cost of up to £5,500 and a further speed survey by Dorset Council in Sidmouth Road at a cost of £295, and if necessary, to refer this back to the working group.

24/13/TMH CCTV Policy and Documents Review

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the CCTV policy and documents.

24/14/TMH Gazebo Refurbishment

The operations manager said broad costings had been obtained for the refurbishment of the gazebo, at £22,000 or £29-30,000, depending on the level of work required. The refurbishment would involve either removing the rear and side panels and leaving it as an open structure or repairing it 'as was'. He said this would require specialist carpentry work so it couldn't be carried out by the council's own workforce.

It was proposed by Cllr G. Caddy to demolish the gazebo and to build a house made of cob.

It was pointed out the council had previously reversed its decision to demolish the gazebo so this proposal could not go forward.

There was concern from some members about employing an extra gardener to look after the gazebo and the surrounding area and whether they would be responsible for policing the use of the gazebo, as existing staff had received abuse in the past.

The operations manager said employing an extra gardener was a suggestion from the community group and this hadn't been agreed by the council.

It was suggested officers could obtain further quotes for the refurbishment of the gazebo and in the meantime, it should be spruced up by the council's external works' team.

Proposed by Cllr M. Ellis and seconded by Cllr P. Evans, members agreed to **RECOMMEND TO FULL COUNCIL** to ask officers to obtain further quotes for the replacement and removal of the rear and side panels of the gazebo, and to also investigate a structure made of cob.

24/15/TMH RNLI Parking Request

It was suggested that as most of the volunteers were likely to be Lyme Regis residents, they would already have residents' parking permits and therefore wouldn't require additional permits.

Cllr B. Bawden left the meeting at 7.57pm.

The operations manager said most of the volunteers were Lyme Regis residents, but some were not, although they could probably park on the slipway.

It was agreed the request could be brought back to the committee if it needed further consideration.

24/16/TMH Marine Parade Shelters' Roof Glass Panels

It was suggested the panels could be filled in, instead of being replaced, although it was pointed out that quotes for the filling in of the glass eye with polycarbonate had been very expensive, hence its ultimate replacement with concrete.

As it was a potential health and safety concern, members felt they shouldn't wait until next year's budget to replace the panels.

Proposed by Cllr G. Turner and seconded by Cllr M. Ellis, members agreed to **RECOMMEND TO FULL COUNCIL** to replace glass panels in the roof of the Marine Parade Shelters as unbudgeted expenditure in 2024-25 due to health and safety concerns.

24/17/TMH Bowls' Club Advertising

Proposed by Cllr P. Evans and seconded by Cllr G. Turner, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the request for advertising on the bowls club wall.

24/18/TMH Candles on the Cobb Management Committee

It was noted that although the original agreement for the building said the council would meet all costs of the building, as electricity costs had recently increased, Lyme Regis Football Club had met half of the bill.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to approve the setting up of a committee for the management of the Candles on the Cobb Pavilion, to include the council's appointed representative Cllr P. Evans, a representative from Lyme Regis Youth Football, a representative from the original Candles on the Cobb Pavilion group, and to seek one other member from the local community; to invite a representative from St Michael's Primary School to attend; and for the committee to be served by an officer of the council.

24/19/TMH Complaints, Incidents and Compliments

Members noted the report.

24/20/TMH Outdoor Gym Equipment

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

24/21/TMH Harbour Store Tenders

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

Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

24/22/TMH Exempt Business

a) Outdoor Gym Equipment

A member asked if the equipment would function properly in the sea air.

The operations manager said the equipment would come with a warranty, but it would be a reduced warranty because of how close it was to the sea.

A member asked if planning permission would be required for the equipment.

The deputy town clerk said it was likely to be permitted development as a local authority, but he wouldn't rule out planning permission being required. He would check this.

Proposed by Cllr C. Reynolds and seconded by Cllr P. Evans, members agreed to **RECOMMEND TO FULL COUNCIL** to accept the quote from Fresh Air Fitness for the installation of outdoor gym equipment.

b) Harbour Store Tenders

The deputy town clerk said there was a significant difference in the programme and start date between the two lowest tenderers and completing the works earlier could have several potential benefits. He suggested officers went back to the two companies to ask for suggestions on further cost savings and clarification about radon, as additional groundworks may be required if this was a development that required radon mitigation measures.

The deputy town clerk said he believed both quotes could be brought closer to the council's approved budget of £125,000. He suggested a further report was taken to the Full Council meeting on 17 July 2024 for a final decision.

Members agreed with the suggested course of action and supported the potential benefits of an earlier start date and shorter programme of works.

Proposed by Cllr M. Ellis and seconded by Cllr C. Reynolds, members agreed to **RECOMMEND TO FULL COUNCIL** to instruct officers to have further discussions about the Harbour Store with the two lowest tenderers and to take a report to the Full Council on 17 July 2024 for a final decision.

The meeting closed at 8.23pm.