

Charmouth Parish Council

Council Office The Elms St Andrew's Drive Charmouth Bridport Dorset DT6 6LN

Telephone (01297) 560826 E-Mail charmouth@dorset-aptc.gov.uk



MINUTES OF THE FORESHORE COMMITTEE MEETING HELD AT 7:30PM ON TUESDAY 5th DECEMBER 2017 AT THE ELMS

In attendance: Cllrs Paul Oatway (Chair); Graham Bender; Judy Fellingham; Judith Shepperd and the Deputy Clerk, Melissa Kirkby.

F6.1 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no public present.

F6.2 APOLOGIES FOR ABSENCE

No apologies were received.

F6.3 DISPENSATIONS

There were none received.

F6.4 DECLARATIONS OF INTEREST

There were none declared.

F6.5 MINUTES

RESOLVED the minutes of the meeting of the Foreshore Committee held on the 7th November 2017, circulated to members were a correct record after a small amendment and were signed by the Chairman.

F6.6 PROGRESS REPORTS

- a. Steps outside disabled toilet which are closed off – Handrail has now been installed. Item is now closed.
- b. Flood Warden update – Nothing to report.
- c. Shoreline Management Plan 2 – Cllr Oatway is working on a draft. **ACTION – Cllr Oatway**
- d. Recycle of Waste – Cllr Shepperd reported her findings to the members. The Council would have to buy the recycle bins which are £153 each. Labels from DWP can be fixed to plain green bins. Clear plastic bags need to be purchased for each bin to check for contamination. It costs £8.15 per empty in the refuse centre. DWP would provide a 1100 litre bin for the compound which would be free of charge. The experience of Weymouth is that the recycling work better if they are separate, away from the others. It was proposed to request Finance Committee approve a year long trial of

two recycling bins located at the factory bin and one on west beach at a projected cost of approximately £500 to be taken from Earmarked Reserve FS2.

- e. Plants at Foreshore – Cllr Bender had been to Groves Nursery to investigate further. He was of the opinion that the plants suggested would not survive the sea storms crashing down on them and that moving the planters was not an option. Therefore, the only alternative was to plant up the planters on the understanding that some plants would not survive the winter and would have to be replaced. – It was agreed to ask the Facilities Manager if he would be able to commit his staff to the upkeep of the planters. **ACTION – Deputy Clerk**
- f. Lease 1 Damp – Cllr Oatway reported that an invitation to quote has gone out to surveyors.
- g. Dog Control Order – Cllr Oatway to progress. **ACTION – Cllr Oatway**
- h. Beach Access Planning Statement – The application is going through the process. A press release has been issued by LymeForward. So far, according to social media, the proposal seems to have been received favourably by the public. The estimate for the work would be £100,00 which would be found through government grants.
- i. Old W.C. Lower Sea Lane - Boundary Issue – The Clerk has written to the property owner asking for them to write a formal letter requesting right of access across Parish Council land, which will be considered through the Council's Committee process.

F6.7 DISCUSSION ITEMS

- a. Budgets – 2018/19 rents for factory building leases were discussed. Fees for beach huts are to be increased by 3% (naturally rounded i.e. <£00.50 down and =or< £00.50 up. Car park fees; boats fees; winter car park permits and filming costs to stay the same. It was agreed that the proposed foreshore budget be approved.
- b. Fireworks Night – Beach office door security. Following the events of Fireworks Night, Cllr Oatway circulated a draft policy for use of Beach Attendant's Office by persons not employed by the Parish Council. It was proposed to request approval from the Parish Council. **ACTION – Deputy Clerk**
- c. Wi-Fi installation – Details received from LymeForward. A commissioned site survey report has been produced. Cllr Oatway proposed that the item be discussed at Finance Committee to enter into discussions with LymeForward to develop into a full proposal. **ACTION – Deputy Clerk**
- d. Request from the Traders Association for a live WEB camera to be installed on the Foreshore. – Cllr Oatway to further this item in association with the Wi-Fi installation. **ACTION – Cllr Oatway**
- e. Pallet Trucks – Request from Facilities Manager for pallet truck purchase approval to enable painting and maintenance of the beach huts. It was agreed to approve the purchase of, at a cost of up to £350.00 from current Beach Hut Maintenance budget.

F6.8 CORRESPONDENCE/OTHER ISSUES TO NOTE

- a. Email received advising of break in to East Beach Kiosk – It was agreed that a letter be sent to the leaseholder stating that there is nothing in the lease that stops him installing an intruder alarm and/or CCTV within the premises. **ACTION – Deputy Clerk**
- b. Email received from CHCC advising of installation of the security CCTV is completed – Noted.
- c. Email received from R Vincent regarding storage of beach huts in car park and the Parish Clerk’s reply – Noted.
- d. Letter received from Department of Environment Food & Rural Affairs re: Bathing Classification noting that West Beach is classified as ‘Good’– Noted.
- e. Email received from resident praising the outside staff for the village and beach maintenance - Noted.
- f. Email received from British Legion regarding collections in 2018 at the Foreshore – standard approval granted by the Clerk - Noted.

F6.9 FORESHORE LEASE RENEWALS

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 in view of the likely disclosure of confidential matters about information relating to an individual, and information relating to the financial or business affairs of any particular person, within the meaning of paragraphs 1 and 8 of schedule 12A to the Local Government Act 1972 (see Section 1 and Part 1 of Schedule 1 to the Local Government (Access to Information) Act 1985), as amended by the Local Government (Access to Information) (Variation) Order 2006.

An enquiry for a foreshore concession had been received to establish a Fish and Chip concession either in an existing retail unit or from a mobile fish and chip cooking and dispensing van. There are no vacant premises available or to the Parish Council's knowledge to become vacant. Additionally, there are covenant and leaseholder’s rights issues. It was agreed that this could not be taken further. **ACTION – Deputy Clerk**

The meeting concluded at 8.55 p.m

Signed

Dated

Proposals:- that the Council approve the draft policy for use of Beach Attendant’s Office by persons not employed by the Parish Council.

Foreshore Committee Meeting Minutes – 7th December 2017 – Appendix A

Charmouth Parish Council - Foreshore Committee

Policy Statement – Issue A

Use of the Beach Attendant's Office by Persons not employed by the Parish Council

1 Introduction

The use of the Beach Attendant's Office at the Factory Building by 'others'¹ creates unacceptable property and thus financial risks to the Parish Council.

However, there are events at the Foreshore where it would be advantageous to the community if access was available for various reasons including access to various facilities e.g. electrical power supply, hot water, etc.

2 Access Arrangements

In the event that an organisation wishes to have access to the Beach Attendant's Office, they shall apply in the first instance to the Parish Clerk detailing their requirements, hours of access, etc.

If the proposed period of use is when the Parish Council's employed Beach Attendant is not in attendance, access will only be permitted if a Parish councillor can be in attendance throughout the whole period of use. If a Parish councillor is not available, then access will not be permitted.

3 The Clerk to the Parish Council

The Parish Clerk is in law the Responsible Financial Officer for the Parish Council and has to be totally satisfied with proposed arrangements before consent may be considered by the Parish Council.

¹ The term 'Other' refers to any person not either the Clerk to the Council, in direct employment of the Parish Council, or a member (councillor) of the Parish Council. It also includes any other organisation, public authority or limited company.