

# Charmouth Parish Council

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## MINUTES OF THE FORESHORE COMMITTEE MEETING HELD AT 7:30PM ON TUESDAY 26<sup>th</sup> FEBRUARY 2019 AT THE ELMS

In attendance: Cllrs Paul Oatway (Vice Chair); Gerry Bearpark; Kay Solomon; and the Clerk, Lisa Tuck

### FS1.19 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no members of the public present.

### FS2.19 APOLOGIES FOR ABSENCE

Apologies were received from Cllrs Judith Sheppard; Judy Fellingham and Peter Noel.

### FS3.19 DISPENSATIONS

There were none received.

### FS4.19 DECLARATIONS OF INTEREST

There were none declared.

### FS5.19 MINUTES – after one correction recording Cllr Oatway's apologies, it was

**RESOLVED** that the minutes of the meeting of the Foreshore Committee held on the 18<sup>th</sup> December 2018 circulated to members, were a correct record and were signed by the Chair.

### FS6.19 PROGRESS REPORTS

- a. Flood Warden – following the resignation of Graham Bender as a Councillor, Gerry Bearpark had agreed to take over as Flood Warden with Paul Oatway agreeing to support in the transition period. A new Sim has been purchased for the phone and the flood plan is in the process of being updated.
- b. Shoreline Management Plan 2 – A meeting had been arranged with NHPSG members for 5/3/19 to discuss possible submission. However, the Planning Committee had agreed to hold off making representations until the results of the CCF Bid are known.
- c. Foreshore Toilets
  - i) Ceiling re-painting – WDDC would try to get this done, but could not make any promises.
  - ii) Contingency Plan – still no response had been received regarding agreement to the erection of a notice.

The Facilities Manager had expressed concern as to what would happen when the current contractor's contract ends on 3 March as no-one seemed to know the situation. The Clerk was asked to escalate this issue to Cllrs Turner and Reynolds.

- d. Dog Control Order – Cllr Oatway confirmed that unfortunately there is no way round the Parish Council being able to make control orders and this issue would have to wait until WDDC (Dorset Council) review their orders in the future.
- e. Coastal Communities Fund bid
- i) The results of the bid should be known by July but Cllr Oatway has concerns about the progressing of the project if successful and had written a discussion paper to be considered by a special meeting of the Coastal Communities Team next month to hopefully resolve some issues. Cllr Oatway stated that the report was his view rather than that of the Council and had been sent on these terms.
- ii) A letter had been received from Chris Tipping, Lyme Forward requesting the donation of £2000 as previously agreed towards Simon Williams latest invoice. It was agreed to pay this budgeted figure.
- f. Kayak store construction – Further to a discussion between the Facilities Manager and Mr Hammond, it was confirmed that the latest design would be in wood to hold 6 kayaks with materials amounting to approximately £250 of the £700 budget previously agreed.
- g. Factory Building Damp – update
- Cafe back up and running in time for half term;
  - Planning application to be submitted re cladding – Cllr Oatway confirmed that he is working on this;
  - The Facilities Manager had expressed concern over the drain on the south side of the building and Cllr Oatway would look at this;
  - Interim payment made to MAC Building.
  - The following items had been agreed during the works and did not exceed the total budget agreed:
    - i) Floor covering – agreed to wait until next winter and providing all OK with damp to use existing flooring in store at the Depot
    - ii) Guttering – additional £80 agreed
    - iii) Re-fit shelving – additional £500 agreed
- h. Renewal of Soft Rock Cafe unit – update following meeting with Cllrs Sheppard and Noel. No further plans had been received from Mr Postles although it had been confirmed that Planning Permission is required and he would be meeting with the planners shortly. The Clerk was asked to remind Mr Postles that plans should be approved by the Council prior to planning permission being submitted.
- i. Car Park Bay Markings – it was confirmed that this had been completed.
- j. Car Park Machine upgrade – This is being progressed in line with approval at the January Full Council meeting.
- k. Jurassic Coast Trust – Fossil Warden working hours increase – further to the meeting attended by Cllrs Sheppard and Oatway in January a report had been received by the JCT but unfortunately not in time to be considered properly by the Committee. This was deferred until the next meeting.

- l. Leaking Window at CHCC – Quotes for consideration to be taken “In Committee”.
- m. Winter signage to toilets – following a discussion at the last meeting, a quote of £88.76 plus VAT from the original sign writer to change the sign to include “and ladies” was agreed.
- n. Plastic Free Charmouth – Cllr Solomon expressed her concern that the Council is expected to play a more prominent role in the group than previously agreed to enable Plastic Free Community status. With regard to the use of plastic refuse sacks, at the moment it isn’t possible to use a viable alternative but the Clerk would check with Lyme Regis TC to see what they currently use.
- o. Web camera – Cllr Oatway reported that he has written to the wifi supplier asking for a quote.

#### **FS7.19 NEW ITEMS FOR DISCUSSION**

- a. Risk Assessment Foreshore Usage – amendments agreed and RA approved. Cllr Solomon expressed her concern about the rusty metal spikes which are protruding from the bottom of the deflection steps. As this is the sea defences and not currently the responsibility of the Parish Council, it was not required to be included in the risk assessment but the Facilities Manager would be asked to speak to WDDC about this issue.
- b. Evans Green Bin Storage – Cllr Oatway reported that the original rush type fencing had degraded and had now been replaced by the in house team with wood at a cost of approximately £50. Pictures were circulated.
- c. Dog Policy – An email received in July 2018 was considered when it was asked that access to East Beach be permitted by allowing dogs on leads, it was agreed that this was not appropriate as it is the main beach used by families and had been trialled previously without success. It is therefore proposed that the attached policy (A) be agreed without amendment.
- d. Metal Detecting Policies – It is proposed that the attached policies (B) be agreed without amendment.
- e. Guided Fossil Walks Code of Practice – It is proposed that the attached policy (C) be agreed without amendment.
- f. Privately Arranged (Not for Profit) Fossil Walks Policy - It is proposed that the attached policy (D) be agreed without amendment.
- g. Beach Hut replacement – The Facilities Manager had confirmed that only one beach hut required complete replacement (1 x large UP hut) at a cost of £995 plus VAT inc Stainless Steel nails from the same supplier as previously. It was agreed that this be ordered asap from the Beach Hut Replacement budget currently standing at £3000.
- h. Parking permits for unit holders – It was agreed that the following permits be issued for 2019/20:
  - Café and Fossil Shop 1 x each (Unit 3 would be dealt with at a future date)
  - CHCC – 2 x warden; 3 x overflow until noon;
  - EB Con – 1 x overflow in exchange for elec for wifi

## FS8.19 CORRESPONDENCE

- a. A further response had been received from Mr Randall regarding the Beacon lighting which was read to the Committee. It was agreed that a public apology should be made at the Annual Parish Meeting. Cllr Solomon asked what had happened about a back up plan which had been discussed and the Clerk confirmed that she was speaking with Cllr Sheppard about this.
- b. Enquiry re Ammonite filming – It was confirmed that the crew wish to use Charmouth Beach for at least two days filming in March at a cost of £550 plus VAT per day. They had also requested car parking space (overflow car park) and the hire of a tractor and staff to transport old fashioned bathing huts and other items onto East Beach. The Committee agreed that Cllr Oatway should calculate charges for these items ensuring that the charges fully cover the costs.
- c. Enquiry from Jurassic Coast Trust re gazebo to promote their work – it was agreed that this would be very useful and, like the National Trust previously, they should use the overflow car park and dates should be notified to the Clerk in advance so that the staff are prepared.
- d. An enquiry had been received regarding having a food kiosk on the Foreshore. A reply had been sent explaining the restrictions of the covenants.
- e. An enquiry had been received regarding the holding of an “have a go” community event at the Foreshore. This requires a meeting with the proposer and it was agreed that Cllr Sheppard, as Chair, should meet and report back to the Committee.
- f. Complaints had been received regarding the Foreshore wifi – It was stated that the Council relies on Government standards for radio emissions but the comments were noted.
- g. Enquiry re Beach Management Plan – following consideration of a report and draft letter attached (E and F) it was agreed that the letter be sent without change.

## FS9.19 IN COMMITTEE

**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.

- a. Lease 3 update – It was reported that the surrender of the current lease is in the process of being completed and the Council could now market the property. Cllr Solomon raised whether the space could be used as a “mini museum” to house Charmouth artefacts in a prominent place

which would attract visitors etc. After a discussion it was felt that the loss of income and associated costs (business rates/electricity) was too significant and the lack of volunteers could be an even bigger issue. Cllr Oatway stated that if the CCF project goes ahead, there could be money for signage of zones around the village which could improve the prominence of other areas. It was therefore agreed to engage the Council's usual business rental agent to update the rental income for the unit and market the space to find a suitable tenant at a total cost of £1500.

- b. Lookout Agreement – Following successful use of the Lookout by the NCI for 3 years, it was proposed to offer them a 5 year agreement with a 6 month break clause on either side, instead of annually with the rent remaining at the current level for the term of the agreement and the re-charge of electricity through the meter installed. The notional rent should continue to increase in line with inflation.
- c. Quotes for electrical work Beach Office – Cllr Oatway reported on the condition report and it was proposed that the quote from the electrician be accepted to rectify the issues (the funds would be taken from the remaining Factory Maintenance budget for this year). Cllr Oatway confirmed that the Heritage Centre were rectifying the issues raised in their area as these had been caused by their working party over a period of time.
- d. Quotes had been received for the leaking windows at the rear of the Heritage Centre and it is proposed that the only complete quote received (ie including scaffold etc) should be accepted (to be taken from General Reserve FSH1).

The meeting closed at 8.30pm.

**Proposals to Full Council:**

- F7.19 c. Dog Policy
- F7.19 d. Metal Detecting Policies
- F7.19 e. Guided Fossil Walks Code of Practice
- F7.19 f. Privately Arranged (Not for Profit) Fossil Walks Policy

**Proposals to Finance Committee:**

- F9.19 b. Lookout Agreement (IN COMMITTEE)
- F9.19 c. Beach Office Electrical work (IN COMMITTEE)
- F9.19 d. Leaking windows quotes (IN COMMITTEE)