

**MINUTES OF THE CHARMOUTH PARISH COUNCIL
FORESHORE COMMITTEE MEETING
HELD ON TUESDAY 4th JULY 2017 AT THE ELMS**

Present: Graham Bender (V Chair), Judy Fellingham, Paul Oatway (Chair), Judith Sheppard, Chris Shirley-Smith

F2.1 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no members of the public present to make representations or ask questions.

F2.2 APOLOGIES FOR ABSENCE

None.

F2.3 DISCLOSURE OF INTERESTS

There were no members' disclosures of personal and prejudicial interests on matters to be considered at the meeting.

F2.4 MINUTES

The Committee resolved that the minutes of the meeting of the Foreshore Committee held on the 6th June 2017, circulated to members were duly signed as a correct record.

F2.5 PROGRESS REPORTS

a. Beach toilets - Steps outside disabled toilet which are closed off

There has been no further progress about repairs to the steps. It is requested that the Clerk writes a letter to the leaseholder (West Dorset District Council) about their failure to premises in a repaired state for over two years and request and require that they fulfil their obligations of the lease without delay. It is an absolute disgrace that the temporary barriers have been left in-situ for so long presenting an unkempt state to visitors.

b. Flood Warden update

Nothing to report other than a review of the flood plan will be undertaken during the summer recess.

c. Heritage Open Top Bus Tours proposal

The Committee concluded that it would be unsafe for a bus to travel regularly along the lower part of Lower Sea Lane during the peak of the summer season, let alone attempt to turn round a bus in the car park. The Operator is accordingly to be informed.

d. Three Counties Coast to Coast Charity Bike Ride on Sun 10 Sept 2017

Revised risk assessment is still awaited. The Clerk is requested to chase the organiser.

e. Shoreline Management Plan 2

A letter has been sent to Sir Oliver Letwin as our Member of Parliament regarding the need to commence a further review of SMP2 and the request that the impact on tourism be considered when considering the economic impact and benefit.

f. Foreshore Toilets Cleaning

Information has been received from WDDC. It states that during the summer (up to 31st October) the toilets are cleaned twice a day. The first clean is before 2pm but not earlier than 11am and the second clean is before 10:30 but not before 8.30pm.

During the peak summer season (last Sunday in July to first Sunday in September (inclusive) as well as the Easter and May Bank Holidays) the toilets are cleaned three times a day. The first

clean is to be carried-out before 2pm, but no earlier than 11am; the second clean to be carried out before 6pm, but no earlier than 3pm and at least three hours after the first clean; and the third clean to be carried out before 10:30pm but not before 8:30pm and at least three hours after the first clean.

At each clean, the toilet paper should be refilled as required along with soap for the wall gates, toilet pans and urinals cleaned. Any blockages dealt with and floors cleaned and left dry as possible.

The Facilities Manager is requested to note and arrange for the beach attendant to monitor the performance.

The Committee's chair will inform the original complainant of the specification of works.

g. Overflow Car Park – Safe and smother walking route towards the Footbridge

A further discussion took place about better provision for members of the general public who might have a mobility impairment to gain wider or better access to the foreshore. It was agreed that Cllr Oatway would discuss the requirement with WDDC's DDA officer as seek advice.

h. Foreshore Improvement / Signs

After a number of items of correspondence a meeting was held at the Foreshore. It was agreed to remove the existing RNLI sign (for which there is no legal requirement to have exhibited) and rely on the new sign ordered through DCC. It was noted that the new sign covers all the aspects of the old RNLI sign but with better graphics except the new sign is missing:

‘In an Emergency Call 999 and Ask for the Coast Guard’ and
‘No Life Guard Service in Operation’.

The Committee agreed to expend up to £300 on an additional supplementary sign affixed below the new sign with the above text.

i. Recycle of Waste

Cllr Sheppard reported her initial findings and sought the Committee's consent to conduct further research, which was given.

j. Plants at Foreshore

The Committee raised concern about the appearance of the flowers/plants in the Foreshore planters. Cllr. Bender agreed to investigate options for a rapid improvement before the Committee next meets.

k. Japanese Knotweed

A survey has been conducted of the outbreak of Japanese Knotweed and the report together with the associated quotation is awaited.

Post Meeting Note.

A quotation has been received from Japanese Knotweed Ltd for a ten year plan at a cost of £1,850.00.

F2.6 DISCUSSION ITEMS

a. Charmouth Challenge

The Committee noted that permission refused for use of Evans Green for communal barbeque.

b. Report for West Beach Cafe/Shop Damp – Report previously circulated

A report about the dampness within the Beach shop had previously been circulated. It was agreed that rectification should commence as soon as possible. Cllr. Oatway outline the history of the previous attempt to rectify and the advice of the (then) Works Manager. It was agreed to instruct a specialist surveyor to provide advice as to the best way forward and the preparation of tender documents. The total cost of repair is likely to be in the order of £10,000. The Committee agreed that subject to the Parish Council's approval the costs should be financed from the Foreshore General Maintenance budget.

c. Metal Detecting Trial

The trial period for the use of metal detecting ends in August 2017. The Committee were content for the use of metal detection to continue as detailed in the policy statement as previous agreed by the Parish Council.

d. Beach Office break in – Expenditure to replace/repair.

The Committee considered the report from the Facilities Manager about the repair options following the recent break-in. The Committee agreed to accept the Townsend Engineering quotation for £1,450.00 for the replacement door etc. Any costs above that refunded by the insurance company to be funded from the Foreshore General Maintenance budget.

F2.7 CORRESPONDENCE FOR ACTION

None.

F2.8 CORRESPONDENCE/OTHER ISSUES TO NOTE

- a. Email received reporting of school group at foreshore on cliffs.
The contents noted. However, it is felt unrealistic to attempt to 'police' the foreshore.
- b. Letter received regarding the display of tide times at the foreshore.
The Committee wishes to suggest that a *proforma* is produced for the beach attendant to complete each day with the day/date together with the high and low tide times etc. and placed within the notice boards outside the Beach Office and the new east beach Cairn, so that the information is available when the beach office is closed.

F2.9 IN COMMITTEE

The Committee wished to propose that the licence fee for the Lease 6 is increased by ten pounds for the 2017-18 year.

The Committee also noted that the CCTV camera had not been removed. The Clerk to chase.
Post Meeting Note: The CCTV, wood and blocks have been removed.

Actions

Flood Wardens

- 1 Item F2.5(b) Conduct a review of the Flood Plan

Facilities Manager

- 1 Item F2.5(f) To note the item about the cleaning of the Foreshore toilets and request the beach attendants to monitor the performance of the contractor.
- 2 Item 2.8(b) Development of a *pro-forma* with the daily tide time to be placed in the beach office notice board and within the new cairn.

Parish Clerk

- 1 Item F2.5(a) Send a letter to WDDC about the steps near the toilets.
- 2 Item F2.9 New rent for Lease 6 and the removal of a CCTV camera.
- 3 Item F2.5(c) Inform the operator of the Jurassic Mule that the Committee believes it would be unsafe in the summer peak periods to travel along the lower part of Lower Sea Lane and to turn around in the Car Park.
- 4 Item F2.5(d) To chase the Three Counties Coast to Coast Charity Bike Ride organiser for the risk assessment.

Finance Committee/Parish Council to Note

1. Item F2.5(h) Provision of a supplementary sign at a cost not exceeding £300. Funds from Foreshore General Maintenance budget.
2. Item F2,6(d) Provision of a replacement beach office door at a cost of £1,450. The difference between the replacement cost and the refund from the insurance claim to charge to the Foreshore General Maintenance budget.

Parish Council Approval Requested

- A. Item F2.5(f) Proposal to spend £1,850 to provide a ten year plan for the eradication of Japanese Knotweed, funds from Foreshore General Maintenance budget.
- B. Item 2.6(b) Proposal for the commitment of up to £10,000 for the repairs to the West Beach Café shop following a further outbreak of dampness, funds from Foreshore General Maintenance budget.

Signed

Dated