

Charmouth Parish Council

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MINUTES OF THE FORESHORE COMMITTEE MEETING HELD AT 7:30PM ON TUESDAY 26th JUNE 2018 AT THE ELMS

In attendance: Cllrs Gerry Bearpark; Graham Bender; Judy Fellingham; Paul Oatway; Judith Sheppard; Kay Soloman and the Deputy Clerk, Melissa Kirkby/Clerk, Lisa Tuck.

F10.1 PROCEDURES

- (a) Judith Sheppard was nominated as Chair and following no other nominations, it was **RESOLVED** that Judith Sheppard be elected as Chair of this Committee for the coming year.
- (b) Paul Oatway was nominated as Vice Chair and following no other nominations, it was **RESOLVED** that Paul Oatway be elected as Vice Chair of this Committee for the coming year.

F10.2 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no public present.

F10.3 APOLOGIES FOR ABSENCE

Peter Noel (unwell)

RESOLVED to accept the apologies and reasons given.

F10.4 DISPENSATIONS

There were none received.

F10.5 DECLARATIONS OF INTEREST

There were none declared.

F10.6 MINUTES

RESOLVED the minutes of the meeting of the Foreshore Committee held on the 24th April 2018, circulated to members were a correct record and were signed by the Chairman.

F10.7 PROGRESS REPORTS

- a. Flood Warden update – Paul Oatway confirmed that he and Graham Bender had reviewed the Flood Plan which now had to be typed up. Once finalised this would be handed over to Gerry Bearpark, as new Deputy Flood Warden. It would also be added to the website in due course.
- b. Shoreline Management Plan 2 – Cllr Oatway is to draft a letter to Teignmouth Town Council.
- c. Plants at Foreshore – Judith Sheppard reported that the plants, which only cost £50, were surviving and looking OK. Paul Oatway praised the planting and felt that £50 per year is acceptable.
- d. Foreshore Toilets Cleaning – Paul Oatway reported on a meeting he had with Chris Hibberd of WDDC and commented that they are checking regularly in an attempt to get things sorted out.

The Disabled toilet smells due to no window and the fan only working when someone uses it. The ceiling in the ladies will be decorated within the next 2 weeks. The general condition is poor and the external rendering is loose. He stated that he had received a letter back from Chris Hibberd acknowledging all the issues which have been taken up with the new contractors. There was a long discussion about how to publicise the fact that Charmouth Parish Council is not responsible for the toilets, while trying its very best to work with WDDC to actively monitor the situation to get on top of the problems. It was agreed to write to Chris Hibberd to ask how much it would cost for the existing cleaners to undertake a deep clean as soon as possible to try to keep a standard through the season and encourage people to look after the facilities. It was proposed by Paul Oatway, seconded by Judith Sheppard and

RESOLVED that up to £500 be released from the Car Park Maintenance Earmarked Reserve for a deep clean of the Foreshore toilet provided that WDDC are in approval.

- e. Dog Control Order – Paul Oatway is to write a letter regarding this issue.
- f. 3 Counties Coast 2 Coast Bike Ride – This event is to take place on Sunday 9 September and will end at the Foreshore. All relevant paperwork has now been received.
- g. Co-ordination Meeting – Lyme Forward and CPC – Following circulation of a report, Judith Sheppard asked about the footpath across the overflow car park which she thought was not being progressed. Paul Oatway stated that the report for the bid was approved in principle and the footpath through the overflow car park and the boat park was one of the items. If Round 1 of the bid is successful at the end of July, there is still a lot more work to do and that element can still be taken out if the Parish Council don't want it.
- h.
 - (i) Wifi/Web Camera Installation – Further to approval of the project in March 2018, the terms and conditions will now be signed.
 - (ii) Installation and Electricity usage at the East Beach Concession – The tenant of the East Beach Concession is amenable to the installation of an access point and antenna on the Kabin provided that in lieu of the electricity used, some form of compensation is received. He has suggested a parking permit and it was
RESOLVED that a parking permit for the overflow car park only, be issued to the East Beach Concession when the electricity is connected to the device.
- i. Lease 1 damp – Surveyor's Report – This has been circulated to the Committee but the possible cause is still not definitive. There was a long discussion and it was eventually agreed to have a meeting with the Surveyor (JS, PO, GBearpark and JF) to discuss a way forward with a view to making a proposal to the Finance Committee.
- j. Body Cameras for Staff – A report had been circulated which explained that the laws of storage of data for civil proceedings are much more complicated than if the footage is only used for criminal proceedings. It was agreed to monitor the situation over the summer, up to the end of October, and ask staff to keep a log of any incidents of abuse and then this can be analysed to determine which type of action could have been taken before a decision is reached.
- k. CHCC Volunteer Parking – Further to a meeting with Judith Sheppard, Paul Oatway, Phil Davidson and Jan Coleman, a request has been received for more volunteer parking permits with justification of the £600 spent on parking over the last year. Judith Sheppard felt that CHCC is a huge asset to the village and the Council should be seen as proactive to working for a good

relationship with CHCC. Paul Oatway felt that CHCC does already receive a number of subsidies in kind from the Parish Council amounting to £3.50 per elector at the moment and Kay Solomon stated that they are not the only people seeking concessions. It was proposed by Gerry Bearpark and

RESOLVED that a donation of £200 be approved for CHCC towards the parking costs.

- i. Kayak Storage Facility – A report had been circulated which focused on the covenants and enforceability to ensure that all members of the Committee understand the position. Judith Sheppard stated that she believes that an area to the north of the bin compound of approx 14' x 16' lies on the route of the old river bed which is outside the covenanted land. This would be unobtrusive if the height (including kayaks) is restricted to the height of the compound. Further to a design and price from a kayak owner to build a structure, it was agreed in principal to allocate up to £750 from FSH1 Earmarked Reserve but to ask for a redesign of the metal structure as set out above to include anchorage points into the ground. This would be proposed to the Finance Committee. With regard to the cost of kayak storage, it was agreed that this should be less than boats, and it was
RESOLVED that the charge for kayak storage be £25 for residents of Charmouth Parish and £50 for non residents. Anyone who has already paid the higher charge would be refunded.
- m. Filming for BBC Four live broadcast – Paul Oatway updated the Committee and confirmed that he will continue to liaise with Voltage TV.

F10.8 ITEMS FOR DISCUSSION

- a. Repointing of Factory Building – A report had been circulated which Paul Oatway reported is not final as there are some better photos. This would need to be undertaken at the beginning of Spring before the starlings which are nesting there currently, start again. It was agreed that an expert opinion is required and quotes would be sought from Surveyors to draw up a specification so that budget figures can be considered for the 19/20 financial year. There is currently £1000 left in Earmarked Reserve GEN8, allocated for this which would probably cover the initial Surveyors costs.
- b. Revisit Section 106 Application - The Clerk explained that WDDC had confirmed that the money available is from the old Section 106 pot and not CIL at the moment and therefore the criteria is slightly different. This discounts projects which are “like for like” replacement or maintenance. Paul Oatway and the Clerk would look to see if any projects which currently don't comply can be re-packaged so that they fall within the criteria.
- c. Foreshore Rock Armour – This would be dealt with “In Committee” as quotes have been received.
- d. Beach Steps Maintenance – Two different options to repair the bottom two steps had been sought, one in hard wood (which does not include fixings or actual fitting) and one in metal. Both were of comparable cost £250-£285 plus VAT. A total budget of £2000 is allocated in the current budgets for Beach Steps Repairs/Replacement. It was agreed that JS, PO and G Bearpark would have a site meeting to decide exactly what is required and it was agreed to propose to the Finance Committee that up to £600 be allocated subject to a recommendation from the site visit.
- e. Beach Signage Post – It was agreed, following a request from the Facilities Manager, that an additional “No Dogs” sign be displayed at the entrance to the boat launching area. This should only be a dog sign at the current time.

- f. Kayak Launching Charges – Further to complaints about kayaks being charged the same launching fee as boats, it was proposed and
RESOLVED that any craft which can be carried by two men or less and has no capacity for an outboard motor, should not incur a launching fee.

With regard to signage for launching, it was agreed that this should be monitored through the season.

- g. Boat Launching Strip – Paul Oatway reported that as part of the Beach Management Plan, an access ramp should be cut through the stones to make it easier for all to access the sea. It was agreed that this should be looked at weekly by the staff and kept as constant as possible through the season.
- h. Dog Policy – following circulation of the existing policy it was
RESOLVED that this be accepted without amendment for the coming year.
- i. Guided Fossil Walks Code of Practice – following circulation of the existing policy it was
RESOLVED that this be accepted without amendment for the coming year.
- j. Privately Arranged (Not for profit) Fossil Walks Policy – following circulation of the existing policy it was
RESOLVED that this be accepted without amendment for the coming year.
- k. Metal Detecting Policy – it was reported that no problems had been experienced throughout the year long trial and therefore this policy could continue. However, it is clear that many more daily applications are made for metal detecting than annual ones and therefore the system needs to be easier to administer from the Beach Office. It was
RESOLVED that the policy be adapted to incorporate a signature line for daily/weekly applicants to read/sign. This would be administered by the Beach Office staff.
- l. Contingency Plan for Toilets – The Facilities Manager had drawn up a contingency plan for how the Beach staff would deal with the monitoring of the toilets and advising of the public when problems occur. This was welcomed by the Committee and agreed that WDDC should be asked if they are in agreement for a notice to be erected and for CPC staff to hold spare toilet rolls and bin liners. It was agreed by the Committee that this is a public health issue which affects Charmouth's reputation and therefore at the moment it should take a higher priority with CPC staff checking the toilets at regular 2hr intervals.
- m. Commercial Beach Foraging Days – Following permission for this last year, an event had taken place without prior permission. However, an invoice has been sent for £110 as previously agreed and further dates have been received. One of these (for when BBC4 are filming) has been refused and one in September has been agreed.
- n. Items outside Beach Shop – Following photos taken by Paul Oatway, the items and signage outside all Foreshore units were discussed, particularly as to whether they are a trip hazard. The situation is to be monitored and if any complaints are received it will be looked at further.

FS10.9 CORRESPONDENCE

- a. Dorset Coast Forum: DEFRA Consultation – Third Tranche of Marine Conservation Zones. This had been circulated but it was felt that no-one had the expertise to comment.
- b. Fossil Warden Funding – A formal request had been received from the Jurassic Coast Trust for a donation towards the Fossil Warden for the year 2018/19. It was **RESOLVED** that a donation of £800 be given in line with the budgeted amount.

A letter is to be sent expressing the Committee's concern at the level of abuse received by the Fossil Warden last season on Parish Council owned land, specifically as detailed in his report. He should be asked to inform the Council as soon as possible if this happens again.

- c. Paddle Board Instruction – Following a request and all relevant certificates/risk assessments, it was **RESOLVED** that permission be given for this season (until the end of October) for this request for paddle board teaching on the beach provided that no signage, advertisement or trading take place at the Foreshore.
- d. The Lyme Story Boat – An Artsreach Community event which involves a boat into which children are admitted for story telling. This year it is to be located at Charmouth School on 9 August and Committee members are asked to go and have a look to see if it would be appropriate for location at the Foreshore in the future. This should be added to the August Foreshore Committee agenda.
- e. History Board at the Foreshore – A request has been received from Charmouth Local History Society to locate a History Board at the Foreshore to try and entice visitors to visit the village centre and use the facilities. It was suggested that this could be an item for a future "V" sign but in the meantime, the Pharmacy wall and the inside of the Heritage Centre are to be suggested.
- f. Foreshore appearance – Two emails have been received, one praising the appearance of the Foreshore and another one complaining about it. A factual response will be sent to the complainant.

It was **RESOLVED** to go "In Committee"

FS10.10 IN COMMITTEE

- a. Rock Armour – Further to the movement of rock armour at the foot of the deflection steps, two quotes had been received to replace these. It was **RESOLVED** that the quote from Martin's Excavations of £120 plus VAT be accepted to replace the boulders. This would be taken from the Foreshore General Maintenance Budget.
- b. Staff Training – It was proposed to the Finance Committee that Terry Barker be sent on a 4 day tractor training course at Bicton College at a cost of £390 plus £90 travel expenses. This would be taken from FSH2 Earmarked Reserve (Car Park Maintenance). This training will be subject to the usual training agreement.
- c. Heritage Windows Repainting – Quotes had been obtained for the painting of the factory building windows. It was suggested that not all the windows need painting and it was agreed to include the windows that do into the specification for the pointing of the building so that the same

scaffolding can be used.

- d. Lease 6 – It was
RESOLVED that the tenant be offered a further year's rental in accordance with the new annual agreement drawn up.
- e. Lease 3 – It was confirmed that a new three year lease had been completed on this property.

The meeting closed at 10.35pm.

Proposals to Finance Committee:

- 10.7 i. Beach Shop Damp
- 10.7 l. Kayak Storage
- 10.8 d. Beach Steps Maintenance
- 10.10 a. Rock Armour
- 10.10 b. Tractor Training

No proposals to Full Council

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