

**MINUTES OF THE CHARMOUTH PARISH COUNCIL  
FORESHORE COMMITTEE MEETING  
HELD ON TUESDAY 2 MAY 2017 AT 7.30PM AT THE ELMS**

**Present**

Cllr. Judith Sheppard, Cllr. Graham Bender, and Cllr. Paul Oatway (Chairman).

**1 Disclosure of Interests**

There were no disclosures of personal and prejudicial interests from any councillors present at the meeting on any matters to be considered at the meeting.

**2 Minutes**

The Committee agreed that the minutes of the meeting of the Foreshore Committee held on the 3rd April 2017 as previously circulated to members was signed as a correct record.

**3 Apologies for Absence –**

Apologies for absence had been received from Cllr. Chris Shirley-Smith

**4 Public questions, comments or representations**

There were no members of the public present and therefore no questions were asked, comments or representations made.

**5 Progress Reports**

**a. Update on Works Priorities Progress**

There was no update about the Works Priorities List available

**b. Beach toilets - Steps Outside Disabled Toilet which are Closed Off**

There appears to have been little activity by WDDC on this project.

**Post Meeting Note**

A recent email from WDDC states:

*'The works required to safely infill the steps of the toilet block will be submitted shortly and contractors will be undertaking site visits for pricing purposes.*

*'I appreciate some time has elapsed since the original inspection and subsequent work agreement, to this end I will confirm to you when the specification has been issued and again on receipt of the priced quotations.'*

The Clerk is requested to further chase WDDC for tangible progress on this project.

**c. Beach Management Plan**

The Parish Council is still waiting for formal approval from Natural England (NE) following on from Mr Warren's verbal assurances. The Clerk is requested to chase the matter with NE.

**d. Flood Warden update**

The Trolley has now been purchased.

**e. Heritage Open Top Bus Tours proposal – Cllr Oatway progressing this item (papers in file).**

Go going discussions with the operator. Cllr Oatway will report at the next meeting.

**f. Factory Roof Windows**

Cllr. Oatway reported that the order had been placed and we are awaiting details of the additional costs to allow the decorating of the south elevation of the Factory Building.

**g. Policy Statements - Fires on the foreshore: Memorial Benches –**

Policies to be prepared.

**h. Factory Building External Painting**

This item is partly dealt with in paragraph 5f. Cllr Oatway informed the Committee that he had authorised the expenditure of £88 on the purchase of paint for this project.

**i. Plants / Beds**

Cllr Bender reported that the plants had been purchased and the planting on the foreshore would commence next week.

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

The Parish Clerk had informed the Committee that the risk assessment is still outstanding. It is requested that the Parish Clerk chases the organisers.

**k. Charmouth Sea Wall – Shoreline Management Plan 2**

The rock will be moved by West Dorset District Council on 25<sup>th</sup> & 26<sup>th</sup> May 2017.

**l. Foreshore Toilets Cleaning**

The Clerk has informed the Committee that there has been no further reply to our email request for details of the cleaning specification. The last email was sent on 23<sup>rd</sup> March. It is requested that the Parish Clerk chases Mr. Chris Hibberd.

**6 Discussion Items**

**a. Car Park**

Cllr Shirley-Smith proposed via email that a 1m wide concrete path be laid across overflow car park and though the boat storage area to the boundary of the Parish Council's land with the other car park. He believes this is necessary to provide disable access.

The Committee consider the suggestion and concluded:

- (i) There is a better alternative route that provides a flat surface route all the way through to the foot bridge, this being along Lower Sea Lane to the River Way and then along the foot path. Whereas the suggestion would have a flat concrete surface ending some 60 metres short of the footbridge.
- (ii) The concrete path would have to be substantial otherwise it would be susceptible to damage and subsequent breaking up caused by motor cars that pass over it.
- (iii) There would be covenant implications.

- (iv) There are funds in estimates for the hiring of a vibrating roller to flatten the overflow car park, although this would not create a smooth surface. The Facilities Manager is requested to implement.

### **Post Meeting Note**

The Parish Clerk has drawn the Chairman's attention to the fact that the current planning consent granted in 1998 imposed a number of conditions. Condition 3 states:

*'To protect the visual character and amenity of this part of the heritage coast. The car park surfacing material shall be of natural beach material only and no other surfacing material shall be brought onto the car park from elsewhere.'*

Therefore, before any proposal could be implemented a planning application would have to be made to the local planning authority as well as Natural England as the area is designated as a SSSI.

### **b. CHCC Defects Update**

Cllr. Oatway reported to the Committee that on or about 12<sup>th</sup> April the Heritage Centre had reported three defects, namely two non-functioning window catches and the floor breaking up and requesting the Parish Council to rectify.

Cllr. Oatway had visited the Heritage Centre on 12<sup>th</sup> April with the Facilities Manager. Two of the window catches had been 'damaged' by over enthusiastic closing and were now out of alignment. The Facilities Manager re-adjusted the window catches. The report of the floor breaking up is in fact the floor covering breaking up over the floor joint between the floor in the main Display Room and the Education Room.

The Clerk had written to the Heritage Centre's Senior Warden as follows:

*'With regard to the window catch, this will be replaced by the Council on this occasion but any future problems with window furniture will be seen as a tenant responsibility (Head Lease para 5.4.2).'*

*'Regarding the flooring, this is a material floor covering and although this was laid by the Council, it was replaced due to the actual floor underneath having to be renewed because of structural failure. The covering is now considered to be a tenant responsibility.'*

The Head Lease for the second floor of the Factory Building states at Paragraph 5.4.2:

*'To replace from time to time the Landlord's fixtures and fittings in the Premises which may be or become beyond repair at any time during or at the expiration of the term.'*

### **c. Formal Opening of the NCI Lookout on 10<sup>th</sup> June 2017**

The Committee considered the request from National Coastwatch Institute (NCI) to erect a 12' by 24' marquee on Lookout Green previously tabled at the previous meeting of the Parish Council meeting for use during their formal opening ceremony. In a subsequent discussion between the Committee's Chairman and Mr. Mike Seaman it transpires that the marquee will house a number of display stands depicting some of NCI's activities and history and for the serving teas and coffee for the VIPs as well as a possible shelter in the event of inclement weather.

The Chair had identified a suitable location for the marquee which should not adversely affect the Lookout Green beach hut tenants (See Figure 1 on page 44)

The Committee agreed to the proposal.

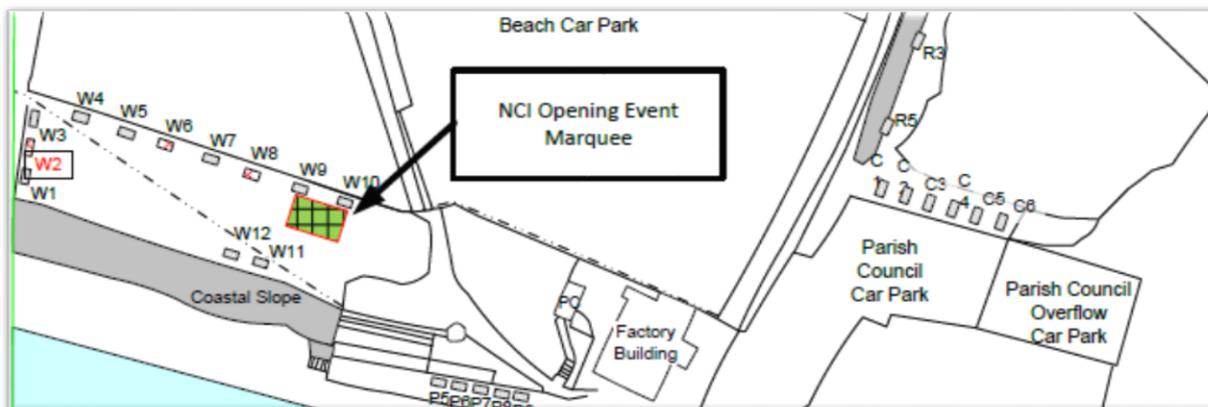


Figure 1

#### d. Evans Cliff – Rock Falls/Mud Slides Signs



The Committee considered the proposal from the Jurassic Coast World Heritage Site Team for permanent mud slide/rock fall signs as part of the Cairns project. The sign would be installed on the north side of the path that leads from the Footbridge to East Beach and the Café at a quoted cost of £743.28 plus VAT.

The Committee approved the expenditure and considered whether another sign should be purchase for installation adjacent to the Footbridge to West Beach, but installed by the Council's own staff at a further cost of £368.28.

However, following a post meeting site visit by Cllrs Bender and Oatway, it was clear that the existing signage would be adequate if relocated nearer to the Footbridge. The Facilities Manager is requested to investigate and advise accordingly.



**e. Recycle of Waste**

Cllr Sheppard requested that the Committee would allow her to draft a costed options paper regarding the recycle waste bins on the Foreshore. The Committee noted the contents of Standing Order 7(a) about decision not been reversed within six months.

The Committee agreed that it would be useful if Cllr Sheppard prepared a costed options paper regarding the recycling of waste at the Foreshore.

**7 Correspondence for Action**

None

**8 Correspondence/Other Issues to Note**

None

**9 In Committee –**

None

The meeting concluded at 8:20pm

Signed .....

Dated .....

**Actions**

Facilities Manager

Item 6d – Possible relocation of warning sign.

Item 6e – Recycle bins (FM to note)

Parish Clerk

Item 5b – Beach Toilets steps

Item 5c – Beach Management Plan

Item 5j – Three Counties Coast to Coast Charity Bike Ride risk assessment

Item 5l – Foreshore toilets cleaning

Item 6e – Recycle bins (to note)