

# Charmouth Parish Council

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## MINUTES OF THE FORESHORE COMMITTEE MEETING HELD AT 7:30PM ON TUESDAY 29TH OCTOBER 2019 AT THE ELMS

In attendance: Cllrs Judith Sheppard (Chair); Maralyn Hinxman; Peter Noel; Paul Oatway; Kay Solomon and the Deputy Clerk, Melissa Kirkby

### FS29.19 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no public in attendance.

### FS30.19 APOLOGIES FOR ABSENCE

No apologies were received.

### FS31.19 DISPENSATIONS

None were received.

### FS32.19 DECLARATIONS OF INTEREST

There were none declared.

### FS33.19 MINUTES

**RESOLVED** that the minutes of the meeting of the Foreshore Committee held on the 27th August 2019 circulated to members, were a correct record and were signed by the Chair.

### FS34.19 PROGRESS REPORTS

#### a. Flood Warden

Gerry Bearpark has been given all the information he needs as Flood Warden. Cllr Oatway is keeping an eye on the gauges. Cllr Sheppard and Cllr Noel are working through updating the Flood Plan.

#### b. Shoreline Management Plan 2

Cllr Oatway to chase Teignmouth District Council for a reply to his letter and report at the next meeting.

#### c. Coastal Communities Fund bid

Cllrs Sheppard and Noel attended a recent meeting with the Surveyor, Dorset Council and the Consultant about the ramp. The proposed ramp will not be a 100% disabled ramp as it will have to be stepped. If it was a continuous ramp it would need to be some 80 metres in length. Having it stepped will make it the most accessible it can practically be. The ramp is not a sea defence work, but it will have a positive effect. There are no issues where the proposed footings are going to be placed, the majority being on the existing sea defence steps. The Jurassic Coast Trust have

confirmed that the fossil forest on the beach is Neolithic not Jurassic. Cllr Oatway raised the point that the planning consent only lasts three years and the work should start before it expires. The Committee agreed that they were happy to continue with the project.

d. Factory Building Cladding

Cllr Oatway has checked the Dorset Council planning website and there is no further information about the applications progress as yet. The Jurassic Coast Trust have written suggesting that it would change the appearance of the building and therefore the Planning Department should consult with the ANOB section of Dorset Council.

e. Web camera

Cllr Oatway is looking into the options for the web cam which he is progressing. The members were in agreement that it should be hosted on the Council's own website. The Deputy Clerk will contact the Council's website provider for information about hosting the web camera feed.

f. Public Space Protection Order

The Clerk is in correspondence with Dorset Council about joining their PSPO. Once the Clerk has the full facts from Dorset Council the information will be reported to the Committee.

g. Mammal Policy

A draft policy document and a standing operating procedure document had been circulated to the members. It was agreed to refer to Full Council for acceptance.

h. Plastic Free Charmouth

i) Lantern Release – Cllr Oatway had received a reply from Dorset Council about the Charter. As the Policy would affect all Parish Council land it was agreed to propose approval of the Policy to the Finance and General Purposes Committee.

ii) Floor Bin Signs - The installation of large "Bin It" signs to the ground outside at the Factory Building had been discussed at the last meeting. It was confirmed that members agreed not to allow permission for these signs.

i. Parking Permits

Further to requests by residents to look at the possibility of issuing a free evening parking permit and also at reducing the parking cost to beach hut renters, a more in-depth breakdown of the income from the car park after 5pm had been obtained. If free passes were given after 5pm it would result in a loss of over £10,000 a year in car park takings which are spent on facilities and the upkeep of the village. It was therefore agreed that no additional passes would be issued at this time.

j. Dorset Council Sea Defences

Photos of two new signs installed by Dorset Council on the sea defence wall, had been circulated to the members.

### **FS35.19 HAZARD / INCIDENTS TO REPORT**

#### **a. Injured Fossil Walker**

Members were advised that a man who had paid to walk as part of an organised group, had slipped on the Dorset Council wooden bridge at the west beach and sustained some minor injuries. He had approached the CHCC as he had been on their walk but they sent him to the Beach Office, who sent him back to the CHCC. The Clerk had written to the CHCC about the incident. The CHCC had replied stating that there had been confusion as the injured man had left their fossil walk early and the CHCC First Aid policy was that only a Warden could administer first aid. It was agreed that Cllrs Sheppard and Oatway would raise this matter at the next CHCC Trustees meeting.

#### **b. Unauthorised Bonfire on Council Land**

A bonfire had been lit on Council land at the foreshore. When the Facilities Manager approached the person responsible, he was spoken to in a very aggressive way. Cllr Oatway would check the land was definitely the Council's as the resident had moved the fence line. It was agreed that the Clerk would write explaining that such behaviour towards Council staff was not acceptable. (Post meeting note – on checking the plans the land in question was definitely the Council's.)

#### **c. Flood Damage**

The recent high seas had completely destroyed one memorial bench and damaged others. These are being repaired and a new replacement bench has ordered. Some damage also occurred to some beach huts and these have already been repaired.

### **FS36.19 NEW ITEMS FOR DISCUSSION**

#### **a. Shower Provision at the Foreshore**

Cllr Oatway would like the Council to provide showers at the beach as he thought people expected better facilities. It was agreed that the Finance Committee would be asked to budget up to £3000 for this item in the budgets for next year.

#### **b. Budgets and Charges for 2020/21**

- i) It was agreed to propose to Finance Committee that the beach hut charges be increased in line with inflation at 3% to be rounded to the nearest pound.
- ii) Car park prices, boat and kayak prices, foreshore photoshoot and filming charges to stay the same.
- iii) It was agreed to ask for £5000 as a budget line for replacement beach huts.
- iv) It was noted that the Coastal Communities bid had £5000 for 20/21 already committed.
- v) Car park resurfacing was discussed as this would need doing in the future. There is a lot of money in the Earmarked Reserves already for maintenance. It was agreed to request an additional £3,000 in the General Car Park Maintenance for resurfacing.

c. Blocked Drain

It was reported that a drain was blocked at the Factory Building possibly due to the activities of a leaseholder. The staff had cleared the blockage. It was agreed that no further action was needed.

d. Tide Times Booklet

Members agreed to renew the advert at £130 in the Tide Times Booklet, as the use of the copyrighted information was a necessity to the beach staff.

e. Ordnance Policy

The members had been given an Ordnance procedure document, written by the Facilities Manager, for approval. It was agreed that Cllr Oatway would write this up as policy statement and it would go to Full Council for approval as a Policy Statement and a standard operating procedure document.

f. Tractor Forks

The Facilities Manager had requested that the tractor forks be extended as it would make moving the beach huts easier and safer. It was agreed to extend the forks with the item being referred to Finance Committee for funds from General Reserves.

g. Factory Building Maintenance

A window is reportedly leaking at the Factory building. A window contractor does not think it is the window. There is a suggestion it may be coming in through the render. It was agreed by the Committee to ask the surveyor Mr M Jones to carry out an initial inspection of the problem.

It was also reported that a floor covering was due to be lifted soon and this might uncover some additional maintenance items.

h. RNLI Christmas Day Swim

The Committee noted that the Clerk had approved the swim after receiving the relevant risk assessment and insurance documents.

i. Charmouth Events Committee Firework Display

- i) The ongoing permission for fireworks at the foreshore was approved by the Clerk after receiving a risk assessment and insurance documents.
- ii) The Charmouth Events Committee also requested permission for two refreshment vans to be at the foreshore for the event which the members agreed to.
- iii) It was also agreed that £60, from General Maintenance budget, be spent on a temporary electrical supply point to be installed for the Charmouth Events Committee's use for the Firework Display event. It was noted that the Facilities Manager was obtaining a quote to install a permanent electrical point that can be used for outside events in future. It was agreed that Cllr Noel would be the key holder and open the beach office for the event.

## FS37.19 CORRESPONDENCE

### a. Fossil Display

Permission for a Fossil Display was not granted at the last meeting. The applicant has requested that the Committee look again at his application. It was originally thought that the applicant wanted to display his fossil case at the bridge to east beach area. However, it is actually the promenade near the bridge going west to Lyme Regis, that he wanted permission for. No displays or talks of any kind have been given permission for the promenade before, and the members agreed that this application should also be refused. It was agreed that Cllr Noel would draft a response.

### b. Dogs On Beach Complaint

Cllr Sheppard reported that a complaint had been received about how the beach attendant had dealt with a family that had taken their dog onto the main beach when dogs are not allowed. The Clerk had dealt with the matter and the members were happy to note the incident.

### c. Bramble Cutting

An email had been received from a resident about the cutting of brambles on the west cliff. The Clerk had sent a reply had been sent to them explaining that the area was managed according to the Beach Management Plan which had approval from Natural England. The bank of brambles was not removed just managed. The item was noted.

### d. Metal on the Beach

It was reported and noted that an email had been received drawing the Clerks attention to several large rocks at the bottom of the steps that had very sharp metal spikes sticking out of them. The Facilities Manager cleared the items and they seemed to be pieces of metal that had fallen out of the cliff, possibly from the old tip.

### e. Dorset Coast Forum ENews – October issue had been circulated to the members.

### f. An invitation was received from Dorset Coast Forum for any members who wanted to attend the Dorset Coast Forum's Annual Meeting in Poole on 21<sup>st</sup> November.

## FS37.19 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 Issues

The members were updated on issues regarding Lease 1.

b. Coastal Communities Fund Bid

The members discussed the report previously circulated regarding options for a footpath across the gravel car park as part of a grant application. It was agreed that, although a laudable project, the technical solutions presented were not sustainable and therefore the Committee could not agree to any of the schemes proposed.

The meeting closed at 9.20pm.

**Proposals to Finance Committee:**

- FS34.19 h. iv) Lantern Release – propose approval of the Lantern/Balloon Policy
- F36.19 f. Tractor Forks extension - referred for funds from General Reserves.

**Proposals to Full Council:**

- FS34.19g. Mammal Policy – to approve a policy document and a standing operating procedure document
- FS34.19.e Ordnance Policy – to approve a policy document and a standard operating procedure document

Signed .....

Dated .....