

Charmouth Parish Council

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MINUTES OF THE PLAYING FIELD, CEMETERY AND STREET MANAGEMENT COMMITTEE MEETING HELD AT 5:30PM ON TUESDAY 23 JUNE 2026

In attendance: Cllrs, Katie Moore, Mike Smith, Melanie Harvey, Jane Bremner and the Administrator, Katherine Besant

PCS23.26 APPOINTMENT OF CHAIR

Katie Moore was nominated as chair following no other nominations it was

Resolved that Katie Moore be elected as chair of the Playing Field, Cemetery and Street Management committee for the coming year

PCS24.26 APPOINTMENT OF VICE-CHAIR

Martin Sayers was nominated as vice- chair following no other nominations it was

Resolved that Martin Sayers be elected as vice-chair of the Playing Field, Cemetery and Street Management committee for the coming year

PCS 25.26 PUBLIC QUESTIONS, COMMENTS OR REPRESENTATIONS

There were no public questions, comments or representations

PCS26.26 APOLOGIES FOR ABSENCE

There were no apologies for absence

PCS27.26 DISPENSATIONS

Cllr Mike Smith holds an ongoing dispensation relating to the Pavilion refurbishment

PCS28.26 DECLARATIONS OF INTEREST

Cllr Mike Smith declared an interest in Events Shed PCS31.26c

PCS29.26 MINUTES

It was

RESOLVED that the minutes of the meeting of the Playing Field, Cemetery and Street Management Committee held on the 21 April 2026 be agreed as a correct record and signed.

PCS30.26 MATTERS ARISING FROM MINUTES

There were no matters arising from the minutes

PCS31.26 PROGRESS REPORTS

a. Roads

(i) Speed Survey – Following the survey earlier this year and strong support from the community it was proposed to Finance and General Purposes committee to take further to Dorset Council planning and consultation which is £1000 plus VAT

(ii) Speed Indicator Device – Cllr Martin Sayers produced a report explaining possible extra costs for SID and training for volunteers. It was proposed to Finance and General Purposes committee to agree the extra costs for a post at £550 plus VAT if the survey deems the current pole is not suitable. The training of volunteers is free of charge.

b. Pavilion Refurbishment – the electrical works are nearly completed. Cllr Katie Moore asked for clarification that the works will deal with legionella

c. Events Shed – also discussed in agenda item PCS34.26b, the quotation will be taken to Finance and General Purposes committee for trees that need reducing by the new Events Shed.

d. Monarchs Way Information Board – the board has now been ordered, and monies have been received from the Monarchs Way Association to pay for the posts

e. Chain Link Fence and bowling green – a quote for the works to remove the fence and grade the bowling green edges was not received before the meeting but will be taken to the Finance and General Purposes committee meeting in July

f. Barrs Lane – Reported to the Full Council meeting in May that the sale is progressing

PCS32.26 HAZARD & INCIDENT REPORT

There were no Hazard or Incidents to report

PCS33.26 ENVIRONMENT MATTERS

a. Planting of meadow at The Cemetery – the meadow has now been planted by Cllr Julie Leah

PCS34.26 DISCUSSION ITEMS / TO BE NOTED

a. Mowing schedule – reviewed and agreed by the committee

b. Tree risk assessment – A quotation has been received by the tree surgeon for various trees in the Playing Field that need reducing, deadwood removed and crown raise. It was proposed to take the quotation £1760 plus VAT to Finance and General Purposes committee meeting in July

c. Lyme Regis Youth Football Club – The committee agreed the renewal of the annual agreement with a rent increase to £74, to include a clause that a key for the Playing Field is only used in emergency situations. The worn areas will be re-seeded by the maintenance team later in the year

d. Box hedge at cemetery – the box hedge has died. The clerk is writing to relatives of the adjacent graves. It will not be removed yet as it will need special disposal to prevent the spread of disease

e. Benches – the maintenance team asked that the benches beside the football pitch be moved back after the chain link fence has been removed. The committee discussed whether some of the benches could be scattered around other areas of the Playing Field. It was agreed to leave some benches by the pitch and move some to other areas

f. RTI for bus shelters – an email received from Cllr Belinda Bawden to confirm that Real Time Information boards are to be installed on two bus stops in Charmouth. Funding has been found from Dorset Council as part of the Government funding for Bus Service Improvement and Infrastructure

PCS35.26 CORRESPONDENCE

a. Scouts camping – approved by the Clerk for the scouts to camp below the bowling green in May

b. Path to Scout Hut – Correspondence received from Kevin Payne the Scout leader asking the Council to look at the path and overhanging trees

The meeting closed at 7.18pm

PROPOSAL TO FINANCE AND GENERAL PURPOSES COMMITTEE

PCS31.26a (i) Planning consultation for 20mph zone £1000 plus VAT

PCS31.26a (ii) SID post £550 plus VAT

PCS31.26c/PCS34.26b Tree quotation £1760 plus VAT

PCS31.26e Fence removal and grading of the bowling green

Signed

Date