

Council Offices, Commercial Road, Weymouth, Dorset, DT4 8NG

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Councillors nominated to the **Services Committee** are hereby summoned to attend the following meeting. Please inform the Town Clerk if you are unable to attend.

**NOTICE OF MEETING**

**MEETING:** Services Committee Meeting

**DATE & TIME**: Wednesday 28 October 2020 at 7.00pm

**PLACE:** Zoom

This is a meeting in public, not a public meeting.

Due to the current restrictions in place the Council is unable to meet in person and so will be meeting virtually. Members of the public can view the meeting live on the Council’s Facebook page [www.facebook.com/WeymouthWTC](http://www.facebook.com/WeymouthWTC)

Anyone wishing to ask a public question should do so by email to office@weymouthtowncouncil.gov.uk by 9am on the day prior to the meeting.

Agenda and papers are available at [www.weymouthtowncouncil.gov.uk](http://www.weymouthtowncouncil.gov.uk)

J L Biscombe, FSLCC, CiLCA

Town Clerk 22 October 2020 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

# Agenda

1. Welcome by the Chair
2. Apologies for Absence
3. Declarations of Interest
4. Minutes of the last meeting
5. Councillor questions
6. Public questions
7. Weymouth Town Council Events & Festivals Policy
8. Cemetery Fees
9. Weymouth Cemetery – Felling of Trees
10. The Provision of Public Litter Bins in Weymouth
11. Project Initiation Document – Weymouth Mural Project
12. Complaints Policy
13. Dorset Council Car Park Changes
14. Free parking to support events and the local economy in 2020
15. Information Items
* Update – Laser Lighting
* Actions from previous meetings
* Forward Plan

## Welcome by the Chair

## Apologies for Absence

To approve apologies for absence.

## Declarations of Interest

To receive members declarations of interest in matters on the agenda.

## Minutes of the last meeting

To agree the minutes of the last meeting as a true and accurate record.

### Recommendation:

Members agree the minutes and that they are duly signed as a true and accurate record.

## Councillor Questions

No questions have been received.

## Public Questions

Members of the public are able to attend the virtual meeting to ask a questions but this must be pre-arranged with the meeting clerk via office@weymouthtowncouncil.gov.uk by 9am on the day prior to the meeting.

## Weymouth Town Council Events Policy

**Purpose of Report**

To present both the results of the public consultation on the draft Events & Festivals Policy and a revised Policy for adoption.

**Background**

Over the last year, the Tourism, Events, Arts & Festivals (TEAF) working group has overseen the development of an Events & Festivals Policy for the council.

The aim of the Policy was to make clear that the council would want to support events and festivals that promote the following four priority themes:

* Health & Wellbeing
* Community Events & Engagement
* Local Heritage & Culture
* Sustainability & Green events

The draft Policy also sets out technical guidance for event organisers, specific information on the council expectations with regards to managing the impact of events on the environment, and also a scale of charges for those wishing to use council assets and land for events.

Following consideration by the TEAF working group and consultation with all members, a public consultation on the draft Policy was undertaken from 21st August to 21st September 2020. The consultation sought comments from all the community and key stakeholders such as event organisers and members of the Town Centre Management Group.

In general, the Strategy was supported by those who responded to the consultation and only minor amendments are proposed to the draft. Those who responded included Dorset Council (Arts Officer), Weymouth BID and Activate Performing Arts. With regard to arts events and festivals, Activate suggested that the Policy highlight the proven local economic benefits of cultural projects and Priority 3 has been amended accordingly.

The results of the consultation are set out in **Appendix A** along with officer responses. A revised strategy, taking account of consultation responses, is contained in **Appendix B**. The committee is invited to consider this document and, if agreed, it will be referred to Full Council for adoption.

**Financial Implications**

It is expected that the Events and Festivals Policy will provide a framework for the future allocation of the council’s events’ budget and staff resources, and also stimulate events that generate an income for the council.

**Conclusion**

The proposed Events and Festivals Policy will provide an invaluable framework for assessing requests to use council assets and also offer detailed guidance on minimising environmental impacts.

### Recommendations

That the Committee:

1. agrees Appendix A as the council’s response to the consultation;
2. agrees the Events and Festivals Policy 2020-25 as set out in Appendix B and refers it to Full Council for consideration.

**Impact Assessment:**

**Equalities**. The Policy seeks to encourage events

**Environmental**. The Policy sets out the expectations of the council that event organisers should follow in order to mitigate the environmental impact of their events.

**Crime and Disorder**. The Policy encourages consideration of community safety issues at an early stage in event planning and requires consultation with the Safety Advisory Group for Dorset.

**Financial**. The Policy reiterates the current scale of charges for the use of council land and property by event organisers and will, through its application, generate income for the council.

**Resources**. The administration of requests for events to take place on council property can be accommodated within the existing resources of the council’s Events team.

**Economic**. The economic benefits of events and festivals is recognised in the Policy.

**Risk Management**. Where events and festivals take place, either organised by the council or third parties, then the organisers will be expected to assess risks and put in place all necessary mitigations measures in consultation with the statutory agencies.

## Cemetery Fees

Councillors are asked to review and agree cemetery fees for financial year 2021/2022.

**Background**

In line with Council policy dated 23 October 2019, it is proposed to increase cemetery fees by 1.9% based on RPI for August 2020 for financial year 2021/22, with the exception of exclusive right of burial and exclusive right of cremated remains.

The proposed increase is illustrated in the table below:

|  |  |  |
| --- | --- | --- |
|  | 20/21 | 21/22 |
| Internment fee for person 16 years of age and over | £672.50 | £685.30 |
| Child over 2 years but not 16 years of age | £193.10 | £196.80 |
| Cremated remains | £185.20 | £188.70 |
| Exclusive right of burial for 30 years, including a right to erect a memorial | £992.70 | £1,011.60 |
| Renewal of exclusive rights of burial for 25 years | £822.60 | £838.20 |
| Exclusive right of burial for 25 years (infant section only for 2 years of age and under, including the right to erect a memorial) | £223.70 | £228.00 |
| Exclusive right of burial for 30 years (all cremated remains sections), including right to erect a memorial | £790.74 | £805.76 |
| Right to erect a memorial (graves purchased before 1st June 2004) | £213.40 | £217.50 |
| Approval for additional inscription or change of design or memorial | £97.50 | £99.40 |

A comparison of burial fees with neighbouring burial authorities is included for members to consider:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | Weymouth | Yeovil | Bournemouth | Poole | Dorchester |
| Full Interment  | £672.50 (age 16 & over) | £678 (age 16 & over) | £688 (age 18 & over) | £775 (age 18 & over) | £655 (age 2 & over) |
| Infants under 2 | No charge | No charge | No charge | No charge | No charge |
| Cremated remains | £185.20 | £265 | £241. | £226 (no charge under the age 18) | £180 |
| Exclusive right of burial  | £992.70 (30 yrs) | £825 (75 yrs) | £241 | £826 (50 yrs) 7’£524 (50 yrs) 4’ | £945 (50 yrs) |
| Renewal exclusive rights of burial  | £822.60 (25 yrs) |  | £177 (10 yrs) |  | £800.00 (25 yrs) |
| Exclusive right of burial infant | £223.20 (25 yrs) | £97 | £300 (50 yrs)£450 (75 yrs) |  | £630  |
| Exclusive right of cremated remains  | £790.74(30 yrs) | £500 (single)£750 (family)  | £732 (50 yrs) |  | £630 (50 yrs)  |
| Renewal of exclusive right of cremated remains  | £659.30(25 yrs) |  | £146 (10 yrs) |  | £490 (25 yrs) |

As can be seen, Weymouth Town Council fees for exclusive right of burial and exclusive right of cremated remains are high in comparison to neighbouring authorities and, on this basis, the recommendation is that the exclusive right of burial and exclusive right of cremated remains fees are exempt from the 1.9% rise for financial year 21/22.

Prior to 31 March 1992, the exclusive right of burial and the exclusive right of cremated remains was in perpetuity. From April 1992, a period of 50 years for the exclusive right of burial and exclusive right of cremated remains was introduced. In April 2004, the period was reduced to 30 years. To bring Weymouth Town Council in line with neighbouring authorities, it is recommended that the period for exclusive right of burials and exclusive right of cremated remains be increased to a period of 50 years. This will not have any immediate impact on the budget and can be reviewed in the future.

From 2011 to date, 20 children or young people between the age of 0-17 years were buried in Weymouth Town Council cemeteries. In July 2019, the Government introduced a Children’s Funeral Fund and Weymouth Town Council can claim back any fees for burials for “*under the age of 18 or stillborn after the 24th week of pregnancy*”.

Out of area charges are common practice across the country and all fees are doubled for non-residents of Weymouth; for clarity this is anyone who lives outside the Weymouth Town Council boundary. Resident status will include anyone who has moved from within the Weymouth Town Council area into a residential/nursing home outside the Weymouth Town Council area but inside Weymouth within the previous 5 years. Weymouth Town Council cemeteries are funded and paid for by the residents of Weymouth Town Council area and there will be a cost to the residents of Weymouth Town Council area alone when the current cemeteries become full.

### Recommendations:

That Councillors agree to:

* Apply an increase of 1.9% to cemetery fees for financial year 2021/22 except on exclusive right of burial and exclusive right of cremated remains.
* To increase the exclusive right of burial and the exclusive right of cremated remains to a period of 50 years.

**Impact Assessment:**

Equalities – none

Environmental – none

Crime and Disorder – none

Financial – as described in the report. Based on 19/20 burial and cremation figures, there would be an income loss of £832.98 if exclusive right of burial and exclusive right of cremated remain fees are frozen for 21/22. The first renewals of exclusive right of burial and exclusive right of cremated remains will occur in 2034, therefore, increasing the period to 50 years will not have a direct impact on budget until 34/35.

Risk Management – none

## Weymouth Cemetery – Felling of Trees

The report seeks Councillor approval for the felling of 23 Fraxinus augustifolia Raywood trees at Weymouth Cemetery.

**Background**

The Ash trees were planted circa 1994 so are about 30 years old. They are a non-native species with white flowers in the spring and a strong purple colour in the autumn. The trees have not established well and are of poor form shedding branches and, in some cases, main leader branches falling in storm conditions.

Some trees are showing signs of Ash dieback and, over the last 5 years, have been regularly dead wooded. The remaining trees will be increasingly susceptible to the disease in the future.

Due to the work that has already been undertaken to the trees, the remaining branches tend to create lion tailing hazard beams over a heavily used area of the cemetery, which is where new graves are being dug. Lion’s tail pruning damages the health and structural stability of the tree. It is a pruning method where all of the interior branches are removed, leaving only tufts of leaves and small branches at the end of large limbs that resemble a lion’s tail.

An arboricultural assessment makes recommendations for the long-term management. There are 4 management options to consider:

Option 1: pollard crown reduction of all Ash to a height of 7m.

Option 2: pollard crown reduction of all Ash to a height of 7m in two stages.

Option 3: fell and replant entire section with a species, such as Carpinus betulus.

Option 4: fell and replant entire section in stages over a 2-year period.

The extent of the required arboricultural intervention on the existing trees suggest the most effective method of maintaining the landscape feature would be Option 4. The site has been assessed and stump removal of existing trees is possible and the replanting of Hornbeam (Carpinus betulus fastigiata) in the same avenues can be undertaken. In the early years of planting there will be a necessity to water the trees regularly throughout the summer.

### Recommendations:

The Services Committee is asked to consider the information detailed within this report and approve the following action:

* Option 4: fell and replant entire section in stages over a 2 year period.

**Impact Assessment:**

Equalities –  None.

Environmental – Prunings will be chipped and reused. Larger logs will be used to create log piles in open spaces. Trees have been assessed as not being bat habitats and there are no observable birds’ nests. Works will be carried out outside bird nesting season and, where possible, long reach manual saws will be used to reduce emissions associated with the works.

Crime and Disorder –  None.

Financial – £4,500 x 23 Carpinus betulus fastigiata and £550 hire of a stump grinder split between 2 financial years.

Resources –  officer time: 2 arborists x 2 weeks for tree removal, 2 arborists x 3 days stump removal and 2 arborists x 4 days to plant new trees in Year 1 and this will be repeated in Year 2. 1 arborist x 6 weeks over a 3 year period for watering.

Risk Management –

1. Failure to carry out this work would leave the council at risk of insurance claims for personal injury. In advance of the works being carried out risk assessments will be undertaken by Town Council arborists.
2. Failure to carry out these works or failure to carry out the works appropriately could lead to reputational damage to the council.

## The Provision of Public Litter Bins in Weymouth

Following a street cleansing review in 2015 with (at the time) District and Borough Councils it was agreed by Dorset Waste Partnership (now Dorset Council) that any additional bins requested to be installed and serviced after that time would be charged for. This covers all bins regardless of the ownership of the land they are sited on.

Usually the local Parish and Town Council are asked if they wish to fund these, but any local organisation is able to pay for the provision, maintenance and servicing. The cost is currently £161 for a standard, small litter bin and up to £540 for the larger ones, £25 to install and then £4.80 per empty. DWP’s Commercial Waste team would arrange the contract and the frequency of emptying required and invoice the funding organisation in advance for a 12-month period. Dorset Council Waste Services (DWP as was) will continue to service and empty the bins which were in place when the DWP was formed, unless they are already owned by a separate entity e.g. the Town Council owns the litter bins in its parks, gardens and on the Promenade.

This policy decision of Dorset Council does not confer a duty or legal requirement on the Town Council to provide new bins on land it does not own, however the Council has started to receive requests. This did not form part of the discussions when DC and WTC were set up by Dorset Council’s Partnership and Dorset County Council, and no budget was transferred to cover this area.

### Recommendation

Members are asked to discuss their stance on this matter and determine a way forward. Members may wish to consider a bin allocation policy and an associated budget for 21/22.

##  Projection Initiation Document – Weymouth Mural Project

Proposer: Tourism, Events, Arts & Festivals Working Group / Cllr Alex Fuhrmann

Members are asked to consider the Weymouth Mural Project - Project initiation Document (PID):

|  |
| --- |
| **Project Initiation Document** |
| **Name**/ **Committee:**  | Cllr Alex Fuhrmann | **Date**21/9/20 |
| **Project Name** Which service area/s or Committee/Working Group does this project come under? | Weymouth Mural TrailTEAF / Services |
| **Description of project** | To development blank / dead spaces and walls in the town centre into a select group of murals that can be viewed/followed by visitors and locals.Upon completion of 10 walls, it will be at the discretion of the council to develop the trail further and add properties/artwork to the list. |
| **Project Aims**What do you want the project to achieve? How does it support the Council’s Plan? | The project will deliver a refreshed sense of excitement within the town centre, given colour and life; similarly seen (to a greater extent) in Glasgow and going further than the Glastonbury model (as we are a bigger and a more visited town).With the climate emergency motion, this project will promote a walking activity/element in how it is viewed. |
| **Target Communities**What communities are targeted and what benefits will the project bring to them? | Tourism will benefit greatly from the project as it will increase the aesthetic appearance of the town centre and give rise to free TripAdvisor type trails that can be sourced through its app.The artists will be sourced locally and as such give locals a greater audience and platform for local work.Town centre business has seen a dwindling footfall in recent times, and this opens the possibility to a new demographic of footfall alongside prompting families and those with disabilities to venture through the town.\*All allowing for socially distance as outdoors. |
| **Research already completed**. Please attach all research carried out so far.  | AF has surveyed around 40 spaces within the town area (from the train station to Holy Trinity church).Through AF’s own mural having been completed (back of Fish & Fritz), 6 artists have made themselves available for future work if the project is seen through. |
| **Evidence of need**How do you know the project is needed? | Our high street is visibly deteriorating and in light of C19, a project like this could give rise to a more positive backdrop for the town centre and give an opportunity for a range of Weymouth residents to view/enjoy public displays of art. |
| **Cost of Project**Please detail all cost areas associated with this project. Please include actual costs if known. Please include revenue & capital and include estimate of Officer Hrs if you are able to. | Based on the research from Glastonbury, Kim estimated £3k per wall. This will be dependent on the size and location, with some walls being above and below this amount.I’d suggest we look to allocate £30k and ten walls for inclusion in the project at this initial stage. |
| **Benefits**Please details all benefits including cost savings, efficiency savings  | N/A |
| **Who? Officer /Councillor**Do you have any suggestions for who might be part of the project team? And what role do you think they should take on? | Officers time will be required in the main areas of:* Administration of funding to artists
* Receiving and processing interest from artists and willing landlords
* Sourcing ownership/titles and contacting landlord for inclusion of properties.
* Consistent media output of completed walls.
* Updating of app-based support around an official trail and mapping of route.
 |
| **Other Organisational Support**Who do you think we need to work with or take advice from? | Artswey, B side, artist representation agencies.A moderate campaign to develop interest from artists and willing landlords. |
| **Timeline**What is the length of the project work and when will the benefits be realised? Are there any time constraints? | No time constraint, but having some of the trail spaces completed by summer 2021 to develop community engagement would be advantageous. |
| **Risks**Are there any risk associated with this project e.g. reputational risks for the Council or possible local sensitivities? | Potential risks around content of Artwork – mitigated against with a policy developed around expectations of artwork (family friendly, Weymouth link etc).Artists will be responsible for tendering their own proposals for potential artwork and include all expenses within their proposed amount – I welcome further discuss on how/when we allocate funding (before or after completion). |
| **Is the project a quick win?**I.E. does it meet all the following criteria?* 1. Will cost less than £1,000
	2. All expenditure can be met from an existing budget
	3. Will take less than 5 hours of officer time in total (including assessment, planning, working with partners, tendering/quotes etc)
	4. Has the support of a Councillor and a member of SMT
	5. Does not pose any significant reputational or other risk to the Council or partners
 | N/A |
| **Other information**Is there any other information which you feel would help with the project assessment? Please include links to any best practise or similar projects. | Inspiration came from Glasgow & Glastonbury Town Council.> https://glastonbury.gov.uk/glastonbury-mural-trail/ > https://peoplemakeglasgow.com/things-to-do/city-centre-mural-trailWe have a wonderful opportunity to re-energise our town centre. Having a world recognised artist (Fanakapan – who is from Weymouth) that wishes to be part of the project, gives our project instant credibility in the arts community and a established platform to work from.**Glastonbury Town Council reflection**"The Glastonbury Mural Trail has proven to be very popular. I have been inundated with positive responses to the project from all parts of the community. Tourists, locals, kids, businesses, old people, they all love it. Even people who are not hugely into street art or graffiti have given it their approval. It goes to show a bit of creativity and colour can really improve peoples relationship with their surroundings. The murals have also proven to be a great tagging deterrent, which is a massive bonus."**Comments from Dorset Council’s Conservation Officer (Emme Keller): ‘**With regards to the Mural project that you are proposing and whether this would require consent, as long as the buildings that you are proposing to paint are not listed this will not require planning permission. However, if the building is listed this would require listed building consent.’**Additional comments:**As far as I'm aware we don't have any official council policy regarding the mural trail. Its kind of all on my head really. I organise and manage it using my own better judgement.All I know is that in terms of permissions - no listed buildings, but other than that as long as the wall owner is happy and gives consent anything goes . We have a family friendly and no politics rule, just to avoid problems. We have a very forward thinking town clerk that paved the way in terms of council support, but nothing formal.Opportunity to liaise with Gerard Tucker, town clerk, for additional information. |

In accordance with the recently adopted Project assessment and progression policy a new project is required to have its PID approved by the relevant Committee. If approved by Committee, officers will be tasked with carrying out a Project Plan (a document which lists the activities, tasks and resources required to complete the project and realise the business benefits). The completed Project Plan would be brought back to this Committee for consideration and, if approved, the Committee would recommend the inclusion of the project into the Council’s development /action plan to Full Council.

### Recommendation

That the Committee agrees to the production of the Project Plan for the Weymouth Mural Project.

## Complaints policy

Councillors are asked to consider the attached Complaints Policy to enhance and clarify the level of service the Council gives to its residents when they contact us. The policy follows best practise in the sector.

### Recommendation:

Councillors are asked to comment on and approve this policy for recommendation to the next Full Council meeting.

**Impact Assessment:**

Equalities – it is essential that the Council provides clear guidance to the public on how to contact us to express concerns and gain assistance with enquiries.

Environmental – none

Crime and Disorder – none

Financial – none

Resources – none. The council already deals with complaints in line with this policy and confirmation of the policy is to assist the timely investigation and responses to complaints.

Risk Management – The Council need to ensure that it has clear and transparent polices to guide with members of the public and officers to ensure an efficient and effective service.

## Dorset Council Car Park Changes

**Purpose of Report**

To consider the car park charging changes being proposed by Dorset Council and to formalise a Town Council response to the Council on these.

**Background**

The Town Council received notification from Dorset Council on the 16th October 2020 detailing the proposed car park charging changes and requesting comments within four weeks of receipt. It is understood that the feedback from Town and Parish Councils will be included into a report for the appropriate Dorset Council committee to consider.

Dorset Council has been undertaking a review of car parks with the aim to make car parking charging more comparable across the council area. It was considered that car park charges were not consistent or fair and that changes needed to be made. Additionally, some charges had not been reviewed for several years prior to the forming of Dorset Council.

Weymouth car park charges currently apply Monday - Sunday 8am - 6pm (Free overnight parking between 6pm and 8am). This charging regime supports the night-time economy in Weymouth and the accommodation sector.

The current parking policy inherited by Dorset Council from the preceding Council enables free or discounted parking for specific periods in the lead up to Christmas, determined jointly by Weymouth Town Council and Dorset Council in consultation with Weymouth BID; and five days per annum when the Town Council can designate the free use of the Weymouth town centre car parks for events which generate valuable footfall for businesses.

**Proposed Charging Changes**

It is the intention of Dorset Council to charge from 8am to 8pm, Monday to Sunday in all Dorset Council public car parks. This will mean a longer charging day.

To continue to support local business, Dorset Council intends to update the Parking Policy. The proposed change is as follows:

* Four days each year when the Town Councils can use the Dorset Council public car parks for events which generate valuable footfall for businesses. The four days cannot be used during weekends in December.
* Free parking in all Dorset Council public car parks on Small Business Saturday in December
* Free parking in all Dorset Council public car parks on one weekday in December

In addition, Dorset Council will be undertaking a consultation on Shoppers Permits in the next few weeks. The Shoppers Permits have been running in West Dorset for 23 years. Their original purpose was to entice residents into shopping locally by giving them heavily discounted parking in local short stay car parks; it is felt that this is something that is still very relevant now. The consultation will explore the potential to create a Dorset Council wide Shoppers Permit. The Services Committees considerations and views will inform the completion of this survey.

**Impact Assessment**

Equalities – None identified.

Environmental – Fossil fuelled vehicles create carbon emissions impacting on the environment.

Crime and Disorder – None identified.

Financial – Officer time responding to Dorset Council on the proposed parking charges and completion of the shoppers permit survey. Estimated no more than one hour.

Resources – As above

Economic – Parking charge increases could adversely impact on the economy of an area.

Risk Management – None identified as part of this report

### Recommendations

That the Committee considers the car park charging changes being proposed by Dorset Council including shoppers permits to formalise a Town Council response to Dorset Council

## Free parking to support events and the local economy in 2020

**Purpose of Report**

To discuss and agree the dates for free parking in Weymouth in November and December 2020.

**Background**

A report was presented to Services Committee earlier in 2020 regarding the five days per annum when Dorset Council’s town centre car parks could be used free of charge in support events on specific days chosen by the town council.

However, as a result of Covid-19 the council’s events programme has been largely cancelled and it has not been able to use its usual 5 days free use of car parks allocated to it by Dorset Council’s Parking Services under the existing parking policy. It should be noted that these days cannot be in December and the aim is to allow specific carparks to be used to support an event at no charge rather than a blanket free parking initiative across the whole town.

In addition, and forming part of the proposed new parking changes agenda item being discussed at this Committee, Dorset Council is looking to offer two days free use of all its town centre car parks (excluding on-street parking) in December as follows:

* Small Business Saturday - 5th December 2020.

* One weekday in December – to be allocated by the town council.

**Proposals**

With regard to the weekday in December when the town council can request free parking across the town to assist the local economy, it is proposed that the town council allocate Wednesday 23rd December 2020.

In addition, although most events have been cancelled, the council is still planning to hold a Remembrance Sunday service at the Nothe Fort on 8th November. It is proposed, therefore, that the town council requests that all car parks at the Nothe are available free of use on 8th November to support the Remembrance event.

Both these proposals are being considered by the Tourism, Events, Arts & Festivals (TEAF) working group on 22nd October and the recommendations of the group can be reported verbally to the Committee.

The council will liaise with the BID and other members of the Town Centre Management Group to promote the December free parking opportunities and seek to encourage local competition/s and a late-night shopping offer.

**Impact Assessment**

Equalities – Free use of car parks at the Nothe will assist those elderly and/or disabled veterans attending the Remembrance Sunday service.

Environmental – Fossil fuelled vehicles create carbon emissions impacting on the environment.

Crime and Disorder – None identified.

Financial – Officer time in helping to promote the free parking day in December.

Resources – As above.

Economic – Free parking on a weekday close to Christmas will, if properly promoted.

Risk Management – None identified as part of this report

### Recommendations

It is recommended that the Committee supports the submission of requests to Dorset Council for the following:

1. free use of all Dorset Council town centre car parks on 23rd December 2020;
2. free use of all Dorset Council car parks at the Nothe in Weymouth on 8th November for the benefit of the Remembrance Sunday service.

## Information items

**Update – Laser Lighting**

The lasers on the Promenade are not currently in operation.  Following the completion of building works for the new Beach Office, the connections for controlling the lasers are currently being installed by Dorset Council.  In order to explore longer-term options for the lasers, it is proposed that there is a demonstration of alternative systems and units for the benefit of members in the New Year.  However, any on-site demonstration will need to be organised to ensure that it complies with Covid-19 restrictions.

**Actions from previous meetings**

|  |  |  |  |
| --- | --- | --- | --- |
| Date | Who | Action | Status |
| 16/09/20 | TH | Ensure the removal of debris at the site of the temporary toilets near the Pavilion. | Completed.  |
| 08/07/20 | CS | Data from previous events to be provided to this Committee i.e. who attends specific events. | Being actioned |
| 08/07/20 | CD | Additional signage to open toilets to be displayed. | Being actioned |
| 04/03/20 | MR | Investigate with DC Highways any air pollution monitoring data from the traffic delays from the ongoing works by Wessex Water and respond directly to Cllr Lambert. | Information requested – DC not aware of monitoring data  |
| 04/03/20 | MR | Escalate the issue of fly-posting on car windscreens to the Corporate Director of DC. | Escalated  |

**Forward Plan**

WTC Forward Plan – this is not a definitive list and is subject to regular change.

|  |  |  |
| --- | --- | --- |
| Date | Meeting | Items for consideration |
| 11/11/20 | F&G | Grant applications Appointment of Internal Auditors for 20/21Asset Management PlanQ2 Budget Monitoring ReportRecommended policy updates to Full Council |
| 18/11/20 | HR | Town Clerk appraisal outcomeOut of hours arrangementsMaternity Policy |
| 25/11/20 | Full Council | Development Plan – to become a standing itemQ2 Budget Monitoring ReportAppointment of Internal Auditors for 20/21Weymouth Town Council Events PolicyRecommended policy updatesRepresentation to BID board and Weymouth Harbour Consultative Group |
| 02/12/20 | Services | Speed Indicator DevicesDraft Budget considerationsFree Parking days allocation |
| 16/12/20 | F&G | Grant applications Draft Budget and PreceptTown Councillor Vacancy PolicyCleansing & Waste Contract review |
| 13/01/21 | Full Council | Draft Budget and PreceptTown Councillor Vacancy PolicyPlans for ATA  |
| 27/01/21 | Services | Town Centre Initiatives |
| 10/02/21 | F&G | Grant ApplicationsQ3 Budget Monitoring ReportRecommended policy updates to Full Council |

### Recommendation

That Members note the information items.