

Notes of Charmouth Environment Group meeting held on

Tuesday 4th June 2024 at The Elms

Present: Councillor Jane Bremner (Chair), Councillor Julie Leah, Ivor Clist, Andrew Lightfoot

Apologies: Katy Tunstall, John Smith

- 1. Group Terms of Reference:** Jane explained that the Parish Council had drafted revised Terms of Reference which provided for a membership of a minimum of two Councillors and up to four members of the public plus the option to co-opt people with specific skills for particular projects. Also, the reference to voting arrangements had been deleted since this Group could only make recommendations to relevant Council Committees. These changes were accepted.
Julie was to invite Sam at the Bank House Café to join the Group.
- 2. Charmouth in Bloom:** Jane said that the provisional date for judging was the morning of Thursday 25th July.
Jane agreed to tweak the portfolio prior to circulating it for comment to the Group and to Lesley Jelleyman; additional photos were to be added nearer to the judging date.
It was agreed to start the judges' tour at the Bank House Café and to include: The George, Morgans, playing field, library, St. Andrews House, foreshore and the River Char.
The library and St Andrews House had entered the 'It's Your Neighbourhood' category of the competition. Julie suggested that Pete at Heritage Mews also be invited to be included.
Apart from the 'look out', there had been no responses to the letter circulated to village groups inviting involvement in preparations for the competition.
During the following 6 weeks, work needed to be done on: the new planters at Lower Sea Lane, The Elms garden, Jubilee Garden and along the streets. It was agreed to arrange working parties for 5.30pm on Wednesdays 19 and 26 June, 10 and 24 July, meeting outside The Elms. Jane was to liaise with Dave Humphries on this programme and create posters inviting volunteer input. Andrew was to draft a note to be circulated to registered volunteers and groups and an article to be submitted to The Golden Cap magazine.

3. **Information plaques:** Jane reported that the new and replacement plaques were almost finalized for the cairn at the foreshore car park, reed bed and top of Lower Sea Lane. There were also to be some new safety signs at the foreshore. The plaques included QR codes linking to the Parish Council's web site.
4. **Parish Council mowing regime:** Julie volunteered to work with members of the Parish Council's maintenance team over the winter to draw up a document which specified exactly what areas were to be cut and when, including the areas managed under contract.
5. **River Char:** Julie reported that Dorset National Landscapes had offered funding subject to it being matched by over 200%. If achieved, this would enable the dragon festival to be repeated and more school engagement.
6. **Notes of meeting held on 19th March:** these were accepted and all the action points had been implemented.
7. **Date of next meeting:** Tuesday 30th July

ACTION POINTS

Jane: circulate revised portfolio

Discuss volunteer work programme with the Facilities Manager and production of mowing regime manual

Produce posters inviting volunteer involvement

Co-ordinate installation of the new information plaques

Julie: invite Sam to join the Group

Invite Pete at Heritage Mews to meet the judges

Co-ordinate production of a mowing regime manual

Andrew: draft note inviting volunteers to join the working parties

Draft article on Charmouth in Bloom for Golden Cap magazine

All: comment on revised portfolio
Join volunteer working parties