



**MINUTES OF THE FINANCE AND GENERAL PURPOSES  
COMMITTEE MEETING**

held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe  
on Monday 25<sup>th</sup> September 2017 at 7.00pm

**PRESENT**

Chairman - Cllr R Hendy  
Councillors D J Bryan, M Gregory,  
C Rose, D Welch and A Toms (Ex Officio)

**OFFICERS**

Town Clerk - Mrs Anne Frith

<b>28.</b>	<b><u>APOLOGIES</u></b> None. <b><u>ABSENT</u></b> Cllr J Dingle.	
<b>29.</b>	<b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b> There were no members of the public present.	
<b>30.</b>	<b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b> Cllrs Hendy and Rose declared an interest in any matter raised concerning East Looe Town Trust. Cllr Toms declared an interest in any matter raised concerning Looe Harbour Commission, Looe Development Trust and Cornwall Council.	
<b>31.</b>	<b><u>TO APPROVE THE MINUTES OF THE MEETING OF 26<sup>th</sup> JUNE 2017</u></b> Cllr Hendy proposed that the Minutes of the Meeting of 26 <sup>th</sup> June 2017 be approved, seconded by Cllr Gregory it was: <b><u>RESOLVED</u></b> Unanimously to approve the Minutes of the Meeting of 26 <sup>th</sup> June 2017.	
<b>32.</b>	<b><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING HELD ON 26<sup>th</sup> june 2017</u></b> .1 <u>Ref Min. No. 27.2 – Weed Killing</u> Cllr Toms informed the Committee that a decision needs to be made for future weed killing around Zone 2 in Looe. He commented that it had taken seven people three hours to clear by hand a length of 150yds along North Road and we need to consider either going back to using chemicals or purchasing a weed ripper. He showed the Committee	

	<p>options for weed rippers which cost around £4000 and informed that Torpoint had expressed an interest in renting the machine from us.</p> <p>Cllr Hendy agreed that a machine could be contracted to other Council's but transport may be a problem.</p> <p>The Committee agreed that there may be some practical issues but agreed that the weed ripper would be the most cost effective in the long run.</p> <p>Cllr Toms proposed that this matter be referred to the next Full Council meeting with the Recommendation that a weed ripper is purchased, seconded by Cllr Welch it was:</p> <p><b><u>RESOLVED</u></b> Unanimously to accept the above proposal.</p>	
33.	<p><b><u>TO REVIEW FINANCIAL ISSUES</u></b> <b><u>.1 Profit and Loss to 31<sup>st</sup> August 2017 and Culmulative Budget</u></b> This information was reviewed and the Committee raised no issues.</p>	
34.	<p><b><u>TO DISCUSS ALTERNATIVE BANKNG ARRANGEMENTS AS REFERRED FROM FULL COUNCIL.</u></b> There had been no further progress on this matter. The Chairman asked that this item be left on the Agenda for the next meeting.</p>	
35.	<p><b><u>TO REVIEW THE BUDGET/PRECEPT PROPOSALS FOR 2018/19 FIRST DRAFT.</u></b> The Committee had been provided with a copy of the draft proposals at a 0% increase on the precept. The Committee went through the proposals in detail and it was agreed that there should be a minimum increase of 3% in the precept. The Clerk was asked to produce proposal for 3%, 4% and 5% increase of the precept for discussion at the next meeting. Cllr Hendy stated that a rolling 5 year programme for ongoing refurbishment of the toilets and a "wish list" be put together and asked all Members to help put this together. Cllr Gregory expressed concern about the seemingly expensive Traffic Regulation Order (£10k - £15k) and suggested that maybe we should look at extra enforcement again. We will get some monies back for the cost of the Traffic Regulation Order from City Bus and a resident of Polvellan Terrace has negated the Traffic Regulation Order by painting his own lines. The Clerk was asked to look at the Council Resolution regarding Bonson Close. Cllr Hendy also requested that the lease for 2 Polkirt Arcade be reviewed and that Mrs Kellaway follow through with the Asbestos Register.</p>	<p>Clerk to provide proposals as requested.</p> <p>Clerk to check the Council Resolution re Bonson Close. Clerk to review lease and ask Mrs Kellaway to follow up the asbestos register.</p>

<p>36.</p>	<p><b><u>TO REVIEW AND RESOLVE REQUESTS FOR FINANCIAL ASSISTANCE</u></b></p> <p><u>.1 Looe Harbour Commission – Defibrillators for the Town</u> An email from Ms Hicks (CEO - LHC) asking for financial assistance to provide more defibrillators for the town, the Harbour Commission and Looe Development Trust have both agreed to purchase two each but more are required. Cllr Hendy informed that Looe Pioneers are fundraising to purchase one and Looe Lions have agreed to fund the purchase of two or three more. Cllr Welch stated that we need to create a plan of where they should be located and then work out how many are needed, Cllr Hendy agreed and added that we also need to know who is doing what. The Committee agreed in principal to assist with the purchase of defibrillators but need clarification. Cllr Toms agreed to discuss this with Ms Hicks. Cllr Gregory agreed to speak to Looe Pioneers and feedback to Cllr Toms.</p> <p><u>.2 Proposal for the future of the Tourist Information Centre</u> Following a presentation given by Mr Bob Fleming on the potential future of the Tourist Information Centre an accountant needs to be contracted to check that Mr Fleming’s figures are robust, this will incur a cost of £500 and Mr Fleming is asking the Council to fund this amount. Cllr Gregory proposed that the amount of £500 is covered by the Council, seconded by Cllr Toms it was: <b><u>RESOLVED</u></b> Unanimously to approve the expenditure of £500. Mr Fleming will present the proposals to Full Council on 9<sup>th</sup> October 2017.</p> <p><u>.3 CCTV Hard drive</u> The Clerk informed the Committee that the original quote for extra memory of £1150.00 (dated 23<sup>rd</sup> December 2016) has now increased to £1425.00 and asked permission to contract the extra storage and this extra cost. Cllr Hendy proposed that the extra storage be agreed at the cost of £1425.00, seconded by Cllr Rose it was: <b><u>RESOLVED</u></b> Unanimously to approve the extra cost.</p>	<p>Mrs Kellaway to organise</p>
<p>37.</p>	<p><b><u>CORRESPONDENCE</u></b> None received.</p>	
<p>38.</p>	<p><b><u>PROCEDURES</u></b></p> <p><u>.1 Safeguarding Policy</u> Approved at Full Council on 3<sup>rd</sup> July 2017.</p> <p><u>.2 Write-off Policy</u> Cllr Hendy informed that this Policy is still being worked on.</p>	
<p>39.</p>	<p><b><u>MATTERS REFERRED FROM OTHER COMMITTEES</u></b></p> <p><u>.1 Millpool Grassed Area</u> Cllr Hendy proposed that this item be referred to Full Council for Resolution.</p>	

	<p>The Clerk was asked to chase up questions asked in Cllr Mrs Hannaford's Discussion Paper and to confirm what responsibilities Council would have if they accepted the Devolution offer. Cllr Hendy informed that there may be a grant available for the outdoor gym equipment and he will forward the details to the office, Cllr Toms suggested that crowd funding may also be an option.</p>	<p>Clerk to chase for information and Refer to Full Council</p>
<p>40.</p>	<p><b><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN</u></b></p> <p><u>.1 Bus Shelter – Barbican Road</u>  Cllr Toms explained that this bus shelter will go on the Sunrising side of Barbican Road opposite the Post Office sorting office. He also stated that he will apply for a grant from his County Councillor Community Chest.  The Clerk explained that the company that had supplied the bus shelter on Marine Drive have agreed to hold the original price for us.  This has been included in the Budget/Precept proposals for 2018/19.</p> <p><u>.2 Cllr Hendy – Car Parking over Looe Music Festival Weekend</u>  Cllr Hendy requested permission to have a parking permit for the patients car park from Friday 29<sup>th</sup> September to Monday 2<sup>nd</sup> October and asked the Committee to determine the cost of doing this as he wants to pay something to keep the record straight.  The Committee were of the opinion that, as we do have free spaces, Cllr Hendy should not pay anything. However, Cllr Hendy insisted so Cllr Bryan proposed a fee of £5 for the required period, seconded by Cllr Gregory it was unanimously agreed.</p> <p><u>.3 Devolution Meeting held this morning</u>  Cllr Toms informed the Committee that a meeting of all organisations had been held this morning to try to ascertain the future of the Library/One Stop Shop, Sonia's cafe and the old vet's buildings.  There is a lot of work to be done on the financial issues for the whole site and Cllr Dingle had suggested that a leaflet is distributed to all residents to seek their views on what should be on the site and their willingness to pay extra on the precept to keep the Library.  Cllr Toms asked for permission to spend £500 for the delivery of these leaflets/questionnaires.  Cllr Toms proposed that expenditure of £500 be approved, seconded by Cllr Bryan it was unanimously agreed.</p> <p>The Meeting closed at 8.50pm.</p>	

Signed .....

Date .....