



LOOE TOWN COUNCIL

MINUTES OF THE FULL COUNCIL MEETING

held in the Council Chamber, The Guildhall, Fore Street, East Looe
On Monday 14th April 2014 at 7.00pm

REPORT TO COUNCIL

PRESENT: Chairman – The Mayor – Cllr D J Bryan

COUNCILLORS

Miss K Bishop	W Martin
P Crossley	Mrs M Powell
J R B Dingle	I Simpson
M Gregory	M Soady
Mrs E Graham-Jones	T Stacey
Mrs E Hannaford	A Toms
R Hendy	

IN ATTENDANCE

Reverend P Sharp – Mayor’s Chaplain
Sgt M Howe – Looe and Devon Constabulary
Mr C Clements – Member of the Public
Mr S Moreton – Member of the Public
Mr M Richards – Member of the Public
Mr J Peck – Member of the Public

OFFICERS

Town Clerk – Mrs Anne Frith
Assistant Town Clerk – Mrs Annette Keen

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Prayers were given by Reverend Sharp.

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		ACTIONS
195.	<u>APOLOGIES</u> Apologies for absence were received from Councillor Crane and Looe Community Academy.	

196.	<p><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></p> <p>Mr Peck, Fieldhead Hotel, asked how much the current advertising has cost, what the results are, how many brochures have been sent out and how many bookings were made as a result of this.</p> <p>Councillor Toms responded that the current advertising was paid for from last year's Love Looe budget, adverts are placed in local newspapers in Bristol, Birmingham, Exeter and London and are ongoing. There is a further £15,000 for promotions aimed at later this year and early next year, ideas for this promotion are yet to be discussed.</p> <p>Mr Peck stated he wants evidence of the success of newspaper advertising.</p>	
197.	<p><u>TP APPROVE THE MINUTES OF THE FULL COUNCIL MEETINGS OF 3RD AND 5TH MARCH 2014</u></p> <p>.1 <u>3rd March 2014</u></p> <p>Councillor Gregory proposed that the Minutes of the Full Council Meeting of 3rd March 2014 be accepted, seconded by Councillor Mrs Powell it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of 3rd March 2014.</p> <p>.2 <u>5th March 2014</u></p> <p>Councillor Stacey proposed that the Minutes of the Full Council Meeting of 5th March 2014 be accepted, seconded by Councillor Toms it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of the 5th March 2014.</p>	
198.	<p><u>TO RECEIVE DECLARATIONS OF INTEREST</u></p> <p>Councillor Dingle declared an interest in any matter raised concerning East Looe Town Trust and West Looe Town Trust.</p> <p>Councillor Mrs Hannaford declared an interest in any matter raised concerning Cornwall Council.</p> <p>Councillor Hendy declared an interest in any matter raised concerning East Looe Town Trust.</p> <p>Councillor Toms declared an interest in any matter raised concerning Cornwall Council, Looe Harbour Commission and Looe Development Trust.</p> <p>Councillor Mrs Powell declared a prejudicial interest in Part Two – Putting Green Maintenance.</p>	
199.	<p><u>TO RECEIVE A REPORT FROM DEVON AND CORNWALL CONSTABULARY</u></p> <p>Sgt Howe gave his report as attached Appendix 'A'.</p> <p>Councillor Toms stated that he had heard that detection rates are the best in the area, Sgt Howe confirmed this and</p>	

	<p>Councillor Toms congratulated the policing team.</p> <p>Councillor Dingle asked Sgt Howe for a preferred procedure for shop lifting to be distributed to all shops and businesses. Sgt Howe stated that a lot of work has been done, especially with Boots and the Co-op's, he also stated that he would like to set up a shop watch scheme. Sgt Howe will visit Councillor Dingle to discuss this further.</p> <p>Sgt Howe left the Meeting after the Mayor had thanked him for his report.</p>	
200.	<p><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR EAST LOOE AND ST MARTIN'S</u></p> <p>Councillor Toms gave his report as attached Appendix 'B'.</p>	
201.	<p><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR WEST LOOE, LANSALLOS AND LANTEGLOS</u></p> <p>Councillor Mrs Hannaford gave her report as attached Appendix 'C'.</p> <p>Councillor Dingle asked when the sea defences at Hannaford would be repaired, Councillor Mrs Hannaford responded that the promised funds have not been received from Central Government yet which is causing much frustration for Cornwall Council. Councillor Mrs Hannaford suggested that Looe Town Council write a letter to Cornwall Council explaining why this should be a priority, this was unanimously agreed.</p>	
202.	<p><u>TO RECEIVE A REPORT FROM THE REPRESENTATIVE OF LOOE COMMUNITY ACADEMY</u></p> <p>There was no report.</p>	
203.	<p><u>MATTERS ARISING FROM THE MINUTES OF THE LAST FULL COUNCIL MEETING</u></p> <p>There were no matters raised.</p>	
204.	<p><u>CORRESPONDENCE</u></p> <p>.1 <u>D Holford's e-mail</u> This e-mail had been circulated to all Councillors and it was agreed that the content is for further discussion in the future.</p> <p>.2 <u>Sheryll Murray MP – Peoples Millions</u> The Mayor read out the letter received and asked all Councillors for ideas.</p> <p>.3 <u>Signpost Quarterly Newsletter</u> This will be available in the office.</p> <p>.4 <u>Saltash Regatta – Five Towns Challenge</u> This will take place on Saturday 21st June, Councillor Gregory was asked to organise a team. Councillors Simpson and Toms and Rev Sharp all volunteered.</p>	

205.	<p><u>TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE ENVIRONMENT AND PUBLIC PROTECTION COMMITTEE</u></p> <p>Councillor Mrs Powell gave her report of the Meeting of 17th March 2014 and proposed that the Minutes be accepted, seconded by Councillor Gregory it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of the Meeting of 17th March 2014. All Councillors were reminded of the TRO Consultation day on 26th April and volunteers were asked for.</p>	
206.	<p><u>TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE FINANCE AND WORKS COMMITTEE</u></p> <p>Councillor Gregory gave his report of the Meeting of 24th March 2014 and proposed that the Minutes be accepted, seconded by Councillor Miss Bishop.</p> <p>Councillor Dingle raised concerns about the expenditure for 3 notice boards (Minute No 119). Councillor Toms explained the reason for the notice boards.</p> <p>Councillor Gregory stated, in response to Councillor Dingle's opinion that all the town seats should be replaced before any money was spent on anything else, that the Community Officer had already replaced a lot of the seats at no cost to the Council, the remaining ones are being dealt with and therefore the budget for new seats remains intact.</p> <p>The Minutes had been proposed and seconded and it was:</p> <p><u>RESOLVED</u></p> <p>With a vote of 9/5 against (Councillor Dingle against) to approve the Minutes of the Meeting of 24th March 2014.</p>	
207.	<p><u>TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE PLANNING COMMITTEE</u></p> <p>.1 <u>Cornwall Local Plan (Draft)</u></p> <p>The Mayor informed Council that the Meeting scheduled for 15th April 2014 had been cancelled as too few members were available. He asked all Councillors to respond online and copy their responses to the office. A formal response will be sent from Looe Town Council.</p> <p>.2 <u>Committee Meeting of 25th March 2014</u></p> <p>Councillor Bryan gave his report of the Meeting of 25th March 2014 and proposed that the Minutes be accepted, seconded by Councillor Gregory it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of the Meeting of 25th March 2014.</p>	
208.	<p><u>TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE PROCEDURES COMMITTEE</u></p> <p>There had been no meeting held.</p>	

209.	<p><u>TO RECEIVE A REPORT FROM THE CHAIRMAN OF THE TOWN TOURISM COMMITTEE</u></p> <p>Councillor Toms gave his report of the Meeting of 4th March 2014 and proposed that the Minutes be accepted, seconded by Councillor Miss Bishop it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of the Meeting of 4th March 2014. Councillor Toms stated that a Love Looe meeting needs to be arranged, several people had volunteered to be “Ambassadors for Looe”, this needs to be organised, and Looe Town Council now hold the domain name for the Love Looe website thanks to Mrs Bridges (Polraen Hotel) who had donated it.</p>	Cllr Toms to arrange.
210.	<p><u>TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES OF SUB-COMMITTEES, WORKING PARTIES AND OUTSIDE ORGANISATIONS</u></p> <p>There were no reports.</p>	
211.	<p><u>TO RESOLVE TO ACCEPT TOURIST INFORMATION CENTRE LOSSES TO A MAXIMUM LEVEL AND UNDERWRITE OVERHEADS IF COUNCIL OFFICES MOVE (UNRESOLVED AT THE FULL COUNCIL MEETING OF 3RD MARCH 2014)</u></p> <p>The Mayor explained that this matter had been discussed at the last meeting but no maximum had been set. Councillor Mrs Graham-Jones stated that the Tourist Information Centre provides a valuable service and the Council should keep it going unconditionally, Councillor Miss Bishop raised concerns about this statement. Councillor Dingle suggested that this matter be reviewed in 12 months to give the Tourist Information Centre time to grow. Councillor Mrs Hannaford proposed delaying this matter for 12 months, seconded by Councillor Dingle it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to delay this matter for 12 months.</p>	
212.	<p><u>TO DISCUSS EAST LOOE TOWN TRUST'S CONTRIBUTION TOWARDS THE COST OF INDICATIVE DRAWINGS FOR POTENTIAL DEVELOPMENT OF THE WISHING WELL AREA</u></p> <p>As there were no quotations available for these drawings Councillor Mrs Hannaford proposed delaying this matter, seconded by Councillor Toms it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to delay this discussion until quotations are available.</p>	

213.	<p><u>TO APPROVE COUNCILLOR TOMS REQUEST FOR £5,000 FOR PROMOTION OF LOOE</u></p> <p>Councillor Toms explained the reason for this request, this being to help businesses to help themselves and maintain employment following the last two years which have been very hard for all.</p> <p>Councillor Toms proposed that Looe Town Council provide £5,000 for promotion of Looe, seconded by Councillor Miss Bishop it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the above proposal.</p> <p>Councillor Toms clarified, in response to Councillor Dingle's query, that this £5,000 is in addition to the £15,000 provided by Visit Cornwall for Love Looe.</p>	
214.	<p><u>TO NOMINATE A MAYOR FOR THE COMING YEAR 2014/15</u></p> <p>The Clerk asked for nominations for Mayor for 2014/15.</p> <p>Councillor Mrs Hannaford proposed Councillor Toms be elected, seconded by Councillor Stacey.</p> <p>Councillor Gregory proposed Councillor Bryan be elected, seconded by Councillor Toms.</p> <p>Councillor Dingle spoke in support of Councillor Toms stating he is what we need.</p> <p>Councillor Toms spoke in support of Councillor Bryan stating that this is not a competition, Councillor Bryan works very hard and puts in many hours on behalf of the Council.</p> <p>There were no other nominations and a paper ballot was held, the results are which were:</p> <p>Councillor Toms – 7 votes</p> <p>Councillor Bryan – 7 votes</p> <p>The Clerk asked Councillor Bryan if he wished to use his casting vote, Councillor Bryan declined.</p> <p>The Clerk stated a second ballot would take place in case anyone wished to change their vote, the result of the second ballot was:</p> <p>Councillor Toms – 7 votes</p> <p>Councillor Bryan – 7 votes</p> <p>At the suggestion of Councillors Mrs Hannaford and Soady the Clerk placed both Councillor Toms and Councillor Bryan's names on separate pieces of paper and placed them in a large envelope.</p> <p>The Councillors all agreed that Rev Sharp be asked to draw one name from the envelope. Rev Sharp agreed and Councillor Bryan's name was drawn.</p> <p>It was therefore:</p> <p><u>RESOLVED</u></p> <p>That Councillor Bryan be elected to serve as Mayor for 2014/15.</p>	

215.	<p><u>TO NOMINATE A DEPUTY MAYOR FOR 2014/15</u></p> <p>The Mayor asked for nominations for Deputy Mayor for 2014/15 .</p> <p>Councillor Dingle proposed Councillor Soady, seconded by Councillor Martin.</p> <p>Councillor Bryan proposed Councillor Gregory, seconded by Councillor Toms.</p> <p>Councillor Miss Bishop proposed Councillor Toms, seconded by Councillor Mrs Graham-Jones.</p> <p>A paper ballot was held and the results were:</p> <p>Councillor Soady – 5 votes</p> <p>Councillor Gregory – 4 votes</p> <p>Councillor Toms – 5 votes</p> <p>Councillor Gregory was discounted and a second ballot held the results of which were:</p> <p>Councillor Soady – 5 votes</p> <p>Councillor Toms – 9 votes</p> <p>It was therefore:</p> <p><u>RESOLVED</u></p> <p>That Councillor Toms be elected as Deputy Mayor for 2014/15.</p>	
216.	<p><u>MATTERS FOR FURTHER OR URGENT DISCUSSION</u></p> <p>There were no matters raised.</p>	
217.	<p><u>TO APPROVE THE ACCOUNTS FOR PAYMENT</u></p> <p>To accept for payment the bills as listed and amounting to £4,508.70 and for the transfer of £19,000 to the Wages Account for March 2014.</p> <p>Councillor Dingle proposed that the Accounts for payment as listed for March 2014 be approved, seconded by Councillor Bryan it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to approve the Accounts for payment as listed for March 2014.</p> <p>Councillor Dingle raised concern at the travel allowance payment and the value of the reason for travel. This was referred to the Finance and Works Committee.</p>	
218.	<p><u>TO APPROVE PAYMENT OF INVOICES FOR PUBLIC CONVENIENCE REPAIRS</u></p> <p>.1 CPC Marine: Proposed by Councillor Dingle, seconded by Councillor Crossley</p> <p>.2 TGL Property: Proposed by Councillor Dingle, seconded by Councillor Toms</p> <p>.3 M & P Electrical: Proposed by Councillor Dingle, seconded by Councillor Toms</p>	

	<p>.4 L W Brown: Proposed by Councillor Dingle, seconded by Councillor Crossley it was: <u>RESOLVED</u> Unanimously to approve all invoices for payment. Councillor Gregory expressed concern that we are in contravention of our own Standing Orders as three quotations had not been sourced. Councillor Crossley responded that this matter had been discussed and agreed at the last Full Council Meeting. (Note: Councillor Gregory had not been present at the Meeting of 5th March 2014).</p> <p style="text-align: center;">----0000----</p> <p>Councillor Dingle proposed that the Meeting now move to Part Two, seconded by Councillor Gregory it was unanimously agreed. Members of the public were asked to leave and Councillor Mrs Powell also left the Meeting having declared a Prejudicial Interest in the Part Two item.</p> <p style="text-align: center;">----000----</p>	
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Appendix 'A'

Looe Crime figures 3rd March to 11th April 2014

Assault	1 x GBH domestic violence 4 x ABH (1DV) 3 x common assault (1 DV)	Civil Injunction obtained 2 RJ 1 charge 1 RJ
Drugs	1 x possession Cocaine 2 x Possession Cannabis	Charged 1 PND 1 Street warning
Theft	4 x Theft Non specific 1 x Theft by employee 1 x Theft from a dwelling 1 x Theft from a machine 1 x Shoplifting	3 x NFA 1 ongoing investigation Cautioned RJ Ongoing investigation Ongoing investigation
Drink Driving	2	Both charged
Criminal damage	1 x to property 1 x vehicle damage	Damage to garden property. NFA Vehicle on Quay Road NFA
Public order	2 x Drunk and disorderly 1 x Fail to obey a direction to leave	Charged Charged
Other	1x Protection from Harassment 2 x communication offences	Ongoing investigation Ongoing investigation
Total	29 crimes	

Total Crimes same period 2013 =36 crimes (19% reduction)

Total Crime for Looe sector for year ending 1st April 2014 -3.4% (488 this year down from 505 last year)

COUNCIL REPORT ARMAND TOMS LOOE EAST, CORNWALL COUNCIL

1. MOTION TO COUNCIL

I am delighted to say the the council supported my motion to council to give concessionary parking to coaches in council car parks throughout Cornwall. At the last council meeting all but a couple of members supported the motion that gives concessions to coaches in the 32 council car parks able to take coaches (which includes Looe). The rates will be £50 for 8 days and £30 for 4 day, this allows for 24/7 parking in any of the coach parks. A small step in helping the tourism industry.

2. A38 DISCUSSION BY ALL LOCAL MEMBERS

Local members from across the South East of Cornwall have met twice in recent weeks to discuss issues with the A38 trunk road. During these many issues came to the fore like the junction improvements at the Looe and Menheniot turnings. and the need for improvements to roundabouts and junctions from Saltash to Bodmin. Further meetings will take place and letters sent to see how this can be taken forward with the Portfolio Holder Bert Biscoe and the Highways department and Highways Agency. It is nice to see that all the local members want to achieve the same goal and improve safety and flow on this road.

3. ST MARTINS ROAD

The fine weather has helped the works to progress well both shortening the length of the project and i would expect a early finish to the works. With the retaining works behind boundary bungalow being completed in the next couple of days and the drainage works further up the hill completed in the same time scale. Completion of the works behind Mayhurst are going well with the rendering of the walls now well under way. There is still one last row of pins to go in behind Mayhurst and this should be done by Friday. In a couple of days the second stage of the retaining wall behind Veronica will be completed. Next week should see the start of the beam that will run behind Anjona to tie in the pins to the road edge. The works will continue over the Easter break except Easter Sunday and i will keep you informed as the different stages of work are completed.

4. ELM TREE ROAD

Over recent weeks the works have started and stopped again on Elm Tree Road, this is because of issues with planning and access to a part of the site not in the ownership of the road. This delay is not welcome by many of the residents as the are worried about safety of their premises and access. I have been talking to all the parties involved and whilst i have managed an agreement to continue with safety works near to the properties, the main issue is still to be resolved. The council is assisting where it can to move this project on as fast as possible.

REPORT LOOE TOWN COUNCIL APRIL 2014**Cornwall Uncovered**

Last week I launched a unique map celebrating the diverse natural and historic environment of Cornwall and the Isles of Scilly produced in time for Easter.

'Cornwall Uncovered <<http://www.cornwalluncovered.net/>>' is a richly illustrated double-sided folded map showing the wonderful tapestry of the human and natural environment which makes up this unique corner of the British Isles. An associated website has also been launched which contains further information and helpful links.

The map, which was officially launched at Trelissick House, has been illustrated by Simon Riordan at SR Studio and supported by Cornwall Council, Cornwall & the Isles of Scilly Local Nature Partnership, Cornwall Wildlife Trust and the National Trust. It follows the production of the popular Discovery Maps <http://www.cornwallmaps.org/wiki/index.php/Welcome_to_Discover_Cornwall> which have been produced in Newquay, St Austell, Hayle, Camborne and Penzance.

I hope that we can sell this map in Looe Tourist Information Centre and I am also putting together a proposal for a Liskeard and Looe Discovery Map.

Repair and renewal grants

Last week the Government announced the process and eligibility for the repair and renewal grant which will be administered by Cornwall Council. The grants, of up to £5,000, are being made available to help households and businesses pay for repairs to improve their property's ability to withstand future flooding.

Households, businesses - including social enterprises - and charitable organisations whose premises have been damaged internally by flooding between 1 December 2013 and 31 March 2014 can now apply to Cornwall Council for assistance through the new, one off, grant scheme.

To be able to qualify for a grant, the flooded property will need to meet certain criteria including:

- The interior of the applicant's home or business premises must have been damaged by flooding between December 2013 and March 2014
- The grants are to help households and businesses pay for repairs to improve their property's ability to withstand future flooding

Grant claims can be made once an installation has been fully completed, although Cornwall Council is looking to coordinate the purchase of equipment and fitters directly on applicants behalf if this secured better value for money. Applications can be made by email. Email:

localism@cornwall.gov.uk <<mailto:%20localism@cornwall.gov.uk>>

Applications need to be returned by 30 November 2014.

More Council support for people having difficulty paying their council tax bills

Cornwall Council is increasing the help it provides to the poorest households in Cornwall who are struggling to meet their council tax bills. From 1 April 2014, those who receive Council Tax Support can apply for up to 100% of their council tax shortfall from the Council's discretionary Exceptional Relief and Transitional Support <<http://www.cornwall.gov.uk/advice-and-benefits/benefits/changes-to-the-council-tax-benefit-scheme-in-cornwall/exceptional-relief-and-transitional-support-fund/>> Fund.

Previously, applicants could only apply for up to 50% of their Council Tax shortfall.

Some of the least well off in Cornwall are being faced with a council tax bill for the first time. Whilst we all accept that those who can afford to pay towards their bill should be asked to do so, there are

undoubtedly some households who will struggle to make any payments. Rather than force them to choose between paying their council tax and heating or eating, we have increased the amount that can be awarded in help.

This help is only available in the short term and will come alongside support from the council and our partners to look at all the options for making positive changes to their personal and financial circumstances.

The council has given a commitment to review the formal council tax support scheme once we have firm evidence as to the impact of recent welfare reforms.

Hannafore Residents Meeting

I have arranged the first meeting to hopefully form a Hannafore Residents Association. Its on 8th May 7.15pm at Hannafore Point Hotel. I will present possible constitutions and form a committee structure. It is also an opportunity to keep residents informed of current issues eg seafront repairs, proposed bus shelter, parking issues and moving forward how they can get involved in the neighbourhood plan for example.

Hannafore Shelter

Resident of Hannafore have requested a new bus shelter. I have met with the passenger transport team and they suggest it could be located next to the coastguard station which is where the bus actually stops. After consultation with the conservation officer he would prefer an Edwardian style solution rather than an off the shelf solution. I am suggesting the shelter is double sided, H shaped so there are seats facing the sea and the road so people can enjoy the views. There is a grant of £3000 available towards the cost. I am surveying residents to prove the need and will present the proposal to the Council in due course.

Hannafore Lane and Hannafore Road Emergency Plan

Last week I took part in a multi agency Incident Impact Assessment with the Emergency Management team, Highways and The Police. The scenario was based on Hannafore Road or Hannafore Lane failing and that the road was likely to be closed for at least a month.

We looked at social, technological, environmental, economic, political, legal and ethical issues that could be encountered. The next stage is for mitigations to be put in place. The exercise was taken from the prospective of the community.

Once issues and impacts are understood, mitigation plans can be put in place. For example we will be mapping where all the services are and establishing land ownership.

It should be understood that this is a precaution at my request. Officers consider this scenario to be unlikely, but it pays to be cautious.

Pennyland

Work has progressed well at Pennyland and the estimated 5 weeks work programme is likely to be achieved. I am hopeful that it will be reopened on Thursday before Easter. The black meshing will fade in time and the area will re-vegetate.

May Fayre

Plans are well advanced for the May Fayre. The processional starts at 10.30am from West Looe end of the bridge. I would be grateful for assistance in marshalling for the road closure. If members are able to help they will need to be in place by 10.15 am at St Nicholas, Tasty Comer and West Looe end of the bridge.

We have 30 stalls booked and a full programme of entertainment though the day. New for 2014 is a knobbly knees competition and pony and trap rides along West Looe Quay.