



LOOE TOWN COUNCIL

MINUTES OF THE TOURISM & AMENITIES COMMITTEE

Held in Tourist Information Centre, The Guildhall, Fore Street, East Looe
On Thursday 15th October 2015 at 7.00pm

REPORT TO COUNCIL

PRESENT:

Chairman: Cllr M Gregory
Councillors P Crossley and A Toms (ex officio)

IN ATTENDANCE

Town Clerk – Mrs Anne Frith
Cllr C Rose
Mrs Laura Kellaway – Amenities Manager
Member of the public

		ACTIONS
34.	<p><u>APOLOGIES</u> Apologies for absence were received from Councillors D Bryan, T Crane, Mrs E Hannaford and R Hendy. Apologies were also received from Mr M Camp (Tourist Information Centre Manager).</p> <p><u>ABSENT</u> Cllrs Mrs E Graham-Jones and T Stacey.</p> <p>Cllr Gregory proposed that Cllr C Rose be co-opted for this meeting only to enable the meeting to be quorate, seconded by Cllr Crossley it was: Unanimously agreed.</p>	
35	<p><u>TO RECEIVE DECLARATIONS OF INTEREST</u> Cllr Toms declared an interest in any matter raised concerning Looe Harbour Commission, Looe Development Trust and Cornwall Council.</p>	
36.	<p><u>TO RESOLVE TO APPROVE THE MINUTES OF THE TOURISM AND AMENITIES COMMITTEE MEETING OF 14th SEPTEMBER 2015</u> .1 Ref Min No: 26.2 – Street Trading Review Cllr Toms informed the Committee that he had requested that Quay Road and Princes Street, West Looe be included in the</p>	

	<p>street trading embargo. Cllr Gregory proposed that the Minutes of the Meeting of 14TH September 2015 be approved, seconded by Cllr Toms it was: <u>RESOLVED</u> With a vote of 3/1 abstention to approve the Minutes of the Meeting of 14th September 2015.</p>	
37.	<p><u>TO RECEIVE A REPORT FROM THE TOURIST INFORMATION MANAGER</u> Mr Camp's report (as attached Appendix) had been circulated to Members. The Committee discussed the report and all agreed that the report is historical and they need more information regarding forward plans for the Tourist Information Centre, the Clerk was asked to ask Mr Camp for a project plan and timelines for the website, product purchase etc as discussed at the Working Group meeting held on 22nd September. The Clerk informed the Committee that £1274 profit had been made by selling the Looe Music Festival tickets over a period of two weeks. Cllr Toms informed that he had met with Tanya Brittain and she is willing to help Mr Camp with a tourism and marketing strategy for Looe.</p>	
38.	<p><u>CORRESPONDENCE</u> .1 <u>Mr Lundy – St Martin's Hill</u> A letter received from Mr Lundy was read to the Committee in which Mr Lundy expressed his objection to the proposal to install a post box on the Barratt estate. The objection being that the post box near his premises has been removed. The Committee discussed the letter and noted that the removal of the post box on St Martin's Hill was the decision of the post office for safety reasons and the Council had no opportunity to comment on this decision. It was also noted that the request for a post box on the Barratt estate had come from a disabled person with the support of numerous residents. The Clerk was asked to respond accordingly to Mr Lundy. .2 <u>Teresa Perry – Inclusion Cornwall</u> This information will be available in the office. .3 <u>Cllr Mrs Hannaford – Lengthsman Scheme</u> The Chairman read out the suggestions made by Cllr Mrs Hannaford to take on highways responsibilities such as leaf removal, signage cleaning, maintaining milestones and historic features, weed and ditch clearance etc. It was noted that these services would be taken on with no funding assistance. The Committee discussed this and unanimously agreed to leave this until issues arise with the view that we should not be expected to pick up Cornwall Council's costs. .4 <u>Gwel-an-Porth – North Road, West Looe</u> The Chairman read out an update received regarding repair of</p>	Clerk to respond

	the wall which confirmed that work will commence in January 2016 subject to available funds.	
39.	<p><u>TO RECEIVE A REPORT FROM THE AMENITIES MANAGER</u></p> <p>Mrs Kellaway gave her report of the progress made to date as attached Appendix.</p> <p>Mrs Kellaway updated the Committee regarding legionella testing, Aquastorage had visited the toilet sites and recommended that the water tanks in the Seafront and Hannafore toilets be removed and the water be connected to the mains supply, a full report will follow.</p> <p>With reference to the clearing of gutters, Cllr Crossley informed that All Glass in Liskeard have a cherry picker available for hire should one be needed, Mrs Kellaway informed that Holland & Barrett have had their gutters cleared and information has been circulated around the town.</p>	
40.	<p><u>TO DISCUSS THE POTENTIAL OF RAISING REVENUE FROM CAR PARKS FOR LOCAL PROJECTS</u></p> <p>Cllr Gregory explained that certain tariffs at certain times could be increased by for example 10p or 20p with this increase coming back to this Council to use for local projects such as reduced parking fee for residents, public conveniences etc. It was agreed that, in principle, this is a good idea but we need the breakdown of the current revenue from Cornwall Council to ascertain how much extra such an increase would generate. Cllrs Mrs Hannaford and Toms have chased Cornwall Council for this information. The matter was deferred until Cornwall Council provide the breakdown of revenue.</p> <p>Cllr Toms informed the Committee that he has put a Motion to Cornwall Council to reduce rates for businesses and residents, the takings for the car park are up 20% this year on 2014. He also informed that Bude Town Council have added charge as suggested by Cllr Gregory.</p> <p>The Clerk was asked to contact Bude Town Council.</p>	Clerk to contact Bude TC
41.	<p><u>TO RECEIVE AN UPDATE ON THE PROGRESS ON THE TRAFFIC REGULATION ORDER</u></p> <p>The Clerk informed the Committee that progress had been delayed slightly as requests had been made for additional proposals to the originally submitted proposals, a deadline of 16th September had been given for further additions and the costings and design of the TRO are now being undertaken by Cornwall Council.</p> <p>.1 <u>Re: Harbour Lights – Polvellan Terrace</u></p> <p>The new owner of Harbour Lights has changed the vehicular access to the property which requires an amendment to the Traffic Regulation Order for Polvellan Terrace, he has offered to make a financial contribution to our TRO for these amendments to be included in our proposals.</p>	Cllr Gregory to contact the agent.

	<p>The Committee unanimously agreed that a contribution of around £3000 be asked for and Cllr Gregory was asked to contact the agent acting on behalf of the owner to negotiate.</p>	
<p>42.</p>	<p><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN</u></p> <p><u>.1 Tourist Information Centre advertising costs</u> The current charges as supplied by the Tourist Information Centre Manager were reviewed and it was agreed that they are very complicated and difficult to understand. Cllr Gregory suggested that a Working Group meeting be set up when the Tourist Information Centre Manager returns from leave to discuss this matter.</p> <p><u>.2 Travel & Leisure Magazine Advert</u> The Committee discussed the request from the Tourist Information Centre Manager regarding advertising in the above publication. The Committee were in unanimous agreement that we should not take up the offer.</p> <p><u>.3 Quotation for refurbishment of the Seafront, Millpool and Hannafore Toilet Facilities</u> The plans and costings submitted by Nick Clowes were reviewed and discussed but the Committee agreed that no further discussion could take place until two further quotes and plans have been received. Mrs Kellaway informed the Committee that she is meeting with TGL Properties the following morning and Wanless have been contacted, their response is awaited.</p> <p><u>.4 CCTV Quotation</u> The quotation for two extra cameras to be installed on the Golden Guinea to complete the coverage of Fore Street was discussed. The Committee agreed that the quotation was not detailed enough and the Clerk was asked to obtain a detailed quotation before the next meeting.</p> <p><u>.5 HMS Looe – Florida Harbour Cay Club.</u> The Clerk explained that Mr & Mrs Skinner from the above club would like to donate a granite seat dedicated to HMS Looe, to be situated on the pier. The Harbour Commission have confirmed their agreement but cannot offer any contribution to the £2000 cost of this. The Clerk explained that Mr & Mrs Skinner are willing to pay the full amount but she asked if the Committee would be willing to contribute. The Committee discussed this request and unanimously agreed to support the project but no contribution should be made. Cllr Rose asked that this matter be brought back to the Committee if there is any financial problem for Mr & Mrs Skinner as HMS Looe is an important part of the town’s history and there is a part of the ship in the Museum.</p> <p><u>.6 Salt Bins</u> Mrs Kellaway informed the Committee that Cllr Welch had surveyed all the town’s salt bins and it had been identified that 9</p>	<p>Clerk to obtain a detailed quotation</p>

	<p>bins need replacing at a cost of £1137 filled. She also informed that Cornwall Council will fill the remaining bins shortly free of charge.</p> <p>Cllr Gregory proposed that new bins be purchased, seconded by Cllr Toms it was unanimously agreed.</p> <p>Mrs Kellaway stated that the existing bins need to be litter picked before the refill as they are used as litter bins.</p> <p>Cllrs Toms and Rose agreed to undertake part of this job.</p>	
43.	<p><u>MATTERS REFERRED FROM OTHER COMMITTEES</u></p> <p>There were no matters referred.</p> <p>The Meeting closed at 8.20pm.</p>	

Signed

Date