

LOOE TOWN COUNCIL

MINUTES OF THE FINANCE AND WORKS COMMITTEE MEETING

held in the Tourist Information Centre, The Guildhall, East Looe
on Monday 13th July 2009 at 7.00pm.

REPORT TO COUNCIL

PRESENT

Chairman – Cllr C Rose
Cllrs D J Bryan, M Joy, J R B Dingle
and D Welch

IN ATTENDANCE

Town Clerk – Mrs A Frith
Cllr Martin Gregory

23. APOLOGIES

Apologies for absence were received from
Cllr K Smith

ABSENT

Cllr Mrs B King

24. TO RECEIVE DECLARATIONS OF INTEREST

Cllr D Bryan declared an interest in any matter raised concerning East Looe Town Trust.

Cllr J Dingle declared an interest in any matter raised concerning West Looe Town Trust.

25. TO DISCUSS THE EXPANSION OF THE CCTV SYSTEM

A quotation received from Perspective CCTV to expand the system and put cameras onto either end of the Health Centre which amounted to £4891.00 plus VAT and the additional cost of monitoring at £489.10 per annum was discussed by the Committee. A quote of £2869.00 plus VAT to integrate our system with the Harbour Commission's system was also discussed. The Clerk was asked to write to the Harbour Commission to ask if they would be willing to share this cost. A dedicated room for the CCTV has been identified by the Harbourmaster.

It was proposed by Cllr Joy, seconded by Cllr Welch and unanimously agreed to refer this matter to Full Council with the recommendation that both the quotes be accepted on condition that the Harbour Commission share the cost of a single system being installed.

26. CORRESPONDENCE

.1 Cornwall Downs Syndrome Support Group

A letter received requesting financial assistance for a Cornwall to Paris bike ride in aid of the above group was read to the Committee. After discussion it proposed by Cllr Dingle, seconded by Cllr Joy and

unanimously agreed that no donation should be made as this is out of our area of benefit.

.2 Mr G Hyslop – Cornwall Schools Cricket Association

A letter received from Mr Hyslop requesting financial assistance for his impending cricket tour of South Africa was read to the Committee. After discussion it was proposed by Cllr Dingle, seconded by Cllr Bryan and unanimously agreed that no donation should be made as this is out of our area of benefit.

.3 East Looe Town Trust

A reply to our letter asking if the Trust would be willing to join in with an integrated CCTV system and also to enter into a joint car park manning project was read to the Committee. Regretfully, the Trust do not wish to take up either option.

The Clerk was asked to write to East Looe Town Trust to update them when we know the decision of the Harbour Commission regarding the CCTV.

.4 Pennon Group

The Annual Report for 2008/9 will be held in the office.

27. TO DISCUSS THE RISK ASSESSMENTS

The Chairman has put together various documents regarding financial risk which he will be discussing with the Council accountant on 17th July and has produced a 5 year financial plan which, at the moment, excludes the Tourist Information Centre income and expenditure.

It was suggested that a budget for the Tourist Information Centre needs to be set, the Chairman and Cllr Dingle will work on this together. Reports will be made at the next meeting.

28. TO DISCUSS FUNDING A TRAFFIC REGULATION ORDER

This matter has been referred from the Traffic Working Party Sub-Committee arising from problems with traffic and particularly parking in Looe. Rebecca had informed the Sub-Committee that Cornwall Council have not yet allocated any budgets for the highways department. As this matter required urgent attention it was recommended that Looe Town Council fund a new TRO at the cost of £3000.

A traffic survey using electronic traffic counters would cost £300-£400 per location. As this is required to collate information for a new TRO this matter was also referred to this committee.

It was agreed that a traffic management scheme is needed and that, in principle, it was recommended that Looe Town Council pay for the TRO and cover the cost of the electronic counters. The Clerk was asked to ascertain why Liskeard have these traffic counters in place and who is paying for them and to also obtain firm confirmation from County Highways that, if Looe Town Council pay for a new TRO, it will be implemented by Cornwall Highways without delay.

29. TO DISCUSS THE CURRENT CASHFLOW

The information supplied by the Clerk was discussed at length and there appears to be no particular risk at the moment.

30. MATTERS FOR URGENT OR FURTHER DISCUSSION

.1 External Notice Board

The Clerk explained that the Town Council notice board that is located on Barbican Parade needs replacing as it is not possible to repair it. Examples of notice boards and prices had been provided. This was discussed, the approximate cost will be around £700 - £800. Cllr Joy proposed that a new board be purchased, seconded by Cllr Welch it was unanimously agreed.

.2 Public Works Loan

As this is preliminary permission to obtain a loan for capital projects Cllr Joy suggested that a request for a £75,000 loan over ten years be sent to CALC for approval. Once the approval is granted the loan does not necessarily have to be taken up if Looe Town Council find that it is not needed. The Committee were in unanimous agreement.

.3 Bandstand

Mr Dave Holford had requested approval in principle for an idea that has been raised to put a bandstand in the middle of the Millpool lake. The Committee felt that, although this is a good idea, the location is not right. It was suggested that the seafront would be a more appropriate place and would benefit more people. The Clerk was asked to put this to East Looe Town Trust.

.4 The Buying Group

The Clerk had provided information of this corporate buying group which enables all members to purchase stationery, telecommunications etc at a reduced price. The Committee discussed this matter but it was agreed that our current suppliers are probably the best value for money at the moment.

.5 Planning Notice – Digital/Satellite Dishes

A Notice informing residents that they will require planning permission if installing a satellite dish within the conservation area has been issued through the Cornish Guardian free of charge but the Cornish Times would not put the information in their paper unless we paid for it. The Committee unanimously agreed that we would not put the notice in the Cornish Times.

.6 To Discuss the Town Crier Remuneration

The Chairman informed the Committee that the new Town Crier has purchased all of his regalia himself, the cost estimated to be around £2000. Cllr Joy pointed out that the Town Crier is only committed to four events for the Council, after that he would be free to “hire” himself out.

It had been previously agreed that the sum of £650 should be paid to the Town Crier, after discussion the Committee unanimously that this sum be paid now on the condition that, if for any reason the Town Crier has to give up his duties before 31st March 2010, a pro-rata sum is refunded to us.

The future annual remuneration will be discussed at a later date.

.7 To Discuss the Election Costs

Although the cost of polling cards had been approved at the last Full Council meeting Cllr Dingle felt that £1300 expenditure is unnecessary. Cllr Joy stated that, if the resolution of the Council was to be rescinded a motion would have to be made at a Special Full Council meeting and added that, in his opinion, polling cards were necessary to raise the awareness of the election and to be completely open and transparent. Cllr Dingle asked for it to be minuted that he thinks this is a dreadful waste of money and proposed that the decision of Full Council be rescinded, seconded by Cllr Bryan the vote was lost to a vote of 2/3 against with 1 abstention.

.8 To Discuss Press Advertising Costs

Cllr Dingle recommended that the Council look at other ways of advertising other than statutory requirements as this appears to be a large expense for the Council. The Clerk has been asked to obtain the advertising rates from the Cornish Guardian and the Cornish Times.

.9 Looe Town Council Newsletter

Cllr Joy feels that, as a Quality Town Council, the newsletter should be presented more professionally and proposed that the Clerk contact St. Martins Parish Council to obtain information on the printers who produce their newsletter, seconded by Cllr Gregory it was unanimously agreed.

The Meeting closed at 8.50pm