

LOOE TOWN COUNCIL

MINUTES OF THE FINANCE AND WORKS COMMITTEE MEETING

held in the Tourist Information Centre, The Guildhall, East Looe
on Monday 5th October 2009 at 7.00pm.

REPORT TO COUNCIL

PRESENT

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

IN ATTENDANCE

Town Clerk – Mrs A Frith
Cllrs E B Galipeau, M Gregory and C Lambert

40. **APOLOGIES** Apologies for absence were received from
Cllrs Mrs B King and D Welch
41. **TO RECEIVE DECLARATIONS OF INTEREST**
Cllrs D Bryan, J Dingle and K Smith 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.
Cllr Gregory declared an interest in any matter concerning CATS
(Community Action Through Sport)
42. **CORRESPONDENCE**
.1 Audit Commission
The finalised annual accounts report has been received. The Statutory
Notices will now be put on the Council notice boards and the website.
.2 Devon & Cornwall Constabulary
A letter received from Mr Shepherd, Business Manager for the
Constabulary was read to the Committee.
It referred to our request for a PCSO with traffic enforcement powers.
A PCSO can have the powers to enforce illegal parking but the
Constabulary are not willing to do this as they feel it will blur the role of
the PCSO's.
.3 St Martin's Parish Office
A letter received thanking Looe Town Council for the annual donation
for the burial ground was read to the Committee.
43. **TO DISCUSS THE SALARY REVIEW FOR 2010/11**
The clerk had prepared (see Attached Appendix) draft proposals for the
salary review 2010/11 based on a 1½% increase as no directive has
yet been received from National Association of Local Councils. The

proposals were discussed and Councillor Rose proposed that the Salary Review as presented be accepted, seconded by Councillor Smith it was:

RESOLVED

Unanimously to accept the Salary Review proposals as presented.

44. TO DISCUSS THE 5 YEAR FINANCIAL PLAN

The Chairman stated that, as we do not yet have all the financial information available for future projects, this matter should be deferred for the time being.

The Committee unanimously agreed.

45. TO DISCUSS A TOWN PLAN

As yet there is nothing to report. Councillor Galipeau is looking at this and suggested a meeting to be held to discuss a programme for the re-accreditation of Quality Status (due end of 2010) which will include a Town Plan.

Councillor Joy proposed that a Sub-Committee be set up for this purpose and that Councillor Galipeau should Chair the meetings, seconded by Councillor Bryan it was unanimously agreed.

46. TO DISCUSS THE RISK ASSESSMENTS

Councillor Rose reported that he has agreed Looe Town Council's assets held in the Guildhall with East Looe Town Trust, the only query was the ownership of the large ceiling lights in the Council Chamber. Councillor Dingle stated that these had been made by a previous Councillor and paid for by the Council but the value would be very little. The Chairman will discuss this with the Trust Manager and felt they should remain Council property. The Chairman asked Councillor Joy to carry out the six-monthly financial risk assessment.

47. TO DISCUSS THE PUBLIC WORKS LOAN APPLICATION

The Chairman reported that detailed financial information is required and, as we do not have this available at the moment, he suggested the application be deferred for the time being.

The Committee were in unanimous agreement.

48. DONATION REQUESTS

.1 Cornwall Air Ambulance

A letter received requesting financial assistance was read to the Committee.

After discussion Councillor Joy proposed that a donation be made. Councillor Bryan proposed that £200 be donated, seconded by Councillor Joy it was:

RESOLVED

Unanimously to donate £200 towards the cost of providing this service.

.2 CATS (Community Action Through Sport)

A letter received requesting financial assistance was read to the Committee.

Councillor Gregory explained that this is an organisation which rewards young people for their service to the Community through sport by way of vouchers for such things as swimming.

Councillor Dingle proposed that £100 be donated, seconded by Councillor Smith it was:

RESOLVED

Unanimously to donate £100 to this cause.

.3 Michala Powell – New Year’s Eve Firework Display

A letter received requesting financial assistance was read to the Committee.

There was much discussion as it had been resolved at Full Council previously that Looe Town Council would have no further financial involvement in providing a firework display for New Year’s Eve.

Councillor Dingle proposed that a donation of £200 be made toward the cost of refuse collection and the clean-up following New Year’s Eve, seconded by Councillor Joy it was:

RESOLVED

Unanimously to make a donation of £200 towards the cost of the clean-up and the Clerk was asked to make this clear in the letter accompanying the cheque.

49. QUOTATIONS

.1 Pitney Bowes – Franking Machine

As previously requested the Clerk had provided a quotation for franking machines.

This was discussed at length and it was eventually agreed that, at the moment, there would be no saving on postage and that the matter be reviewed again next year.

.2 Cornish Times and Cornish Guardian advertising rates

The Clerk had obtained these costs as previously requested.

The rates were discussed and considered to be too costly. Advertising can be done through the Council newsletter, on the website and notice boards.

The Clerk was asked to obtain the advertising rates from the Evening Herald.

At this point Councillor Smith left the meeting.

50. INVOICES FOR APPROVAL

.1 EDF Energy – Bridge Lights

The Clerk had brought this invoice to the attention of the Committee as previous discussions surrounding Looe Town Council’s obligation to pay for the bridge lights have taken place.

This matter was discussed at length. Councillor Dingle proposed that this invoice be paid but investigations should be made into Looe Town Council’s contractual obligation, seconded by Councillor Rose it was unanimously agreed.

51. CCTV – THE FUTURE

This matter is now being referred to the Environment and Public Protection Committee for discussion. The Chairman explained that there had been continuous problems with the existing system that Perspective seemed unable to resolve satisfactorily. The Chairman proposed that the quarterly maintenance and monitoring charge (due 28 October 2009) be withheld and a letter be sent to Perspective explaining why and asking for a response by 19th October in time for the Environment and Public Protection Committee Meeting, seconded by Councillor Joy it was unanimously agreed.

At this point Councillor Rose proposed that Agenda Items 5, 10 and 13 be discussed at another meeting on 12th October 2009, seconded by Councillor Joy, it was unanimously agreed.

The Meeting adjourned at 8.50 pm.