

**LOOE TOWN COUNCIL**

**MINUTES OF THE ENVIRONMENT & PUBLIC PROTECTION  
COMMITTEE MEETING**

held in the Council Chamber, The Guildhall, East Looe on  
Monday 22<sup>nd</sup> November 2010 at 7pm

**REPORT TO COUNCIL**

**PRESENT**

Chairman – Councillor M Gregory  
Councillors D J Bryan, J R B Dingle,  
E B Galipeau, C Lambert, A Toms and  
D Welch

**IN ATTENDANCE**

Town Clerk – Mrs Anne Frith  
Councillor Mrs M Powell

**44. APOLOGIES**

Apologies for absence were received from Councillor K Smith.

**ABSENT**

Councillors J Hoskin and J Rothwell.

**45. TO RECEIVE DECLARATIONS OF INTEREST**

Councillors Bryan, Dingle and Galipeau declared an interest in any matter raised concerning East Looe Town Trust.

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

Councillor Toms declared an interest in Agenda item numbers 8 and 9 – Cornwall Council Consultations.

Councillor Mrs Powell declared an interest in Agenda item number 5 – New Year's Eve.

Councillor Lambert declared an interest in any matter raised concerning Looe Development Trust.

**46. TO RECEIVE QUESTIONS OR STATEMENTS FROM THE PUBLIC**

There were no members of the public present.

**47. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING**

**.1 Reference Minute Number: 37.4 – CCTV**

The Chairman explained that Securiguard CCTV are bringing a CCTV van down to Looe to enable Councillors to see the quality of the images so the trip to Falmouth may not be necessary. Councillor Galipeau asked if it could be ascertained if the transmission strength will be like for like. The Clerk was asked to obtain this information.

**.2 Reference Minute No: 40.4 – Parking Charges**

The Clerk reported that there had been no response to the questions asked and she will chase this up.

**48. TO RECEIVE AN UPDATE ON NEW YEAR'S EVE ARRANGEMENTS**

The Chairman reported that a special meeting had been held with East Looe Town Trust to discuss the concerns they had over the clean-up after New Year's Eve. He informed the Committee that Cornwall Council have agreed to sweep the seafront and East Looe Car Park as part of their clean up programme at no cost.

Cornwall Council will also provide an extra bin for the seafront area and the total cost requested for delivery and collection of all the bins will be £300, this being half the total cost.

The Clerk was asked to write and accept the offer from Cornwall Council. The public conveniences at the Guildhall and the seafront will be open all night.

**49. TO RECEIVE AN UPDATE ON THE LANTERN PROCESSION/  
CAROL SERVICE**

The Mayor asked if Mrs Oliver, Chairman of West Looe Town Trust, could be asked to lead the procession from West Looe Square as West Looe Town Trust make a large donation to this event every year, unanimous agreement was given and the Clerk was asked to write to Mrs Oliver.

It was also agreed that the Mayor will lead the procession from the Globe and the Deputy Mayor from the Millpool. The Globe procession will stop at Tregertha Nursing Home to sing a couple of carols as usual. The Chairman reported that the services of a piper had been secured and the Clerk was asked to cancel the Lions Club music vehicle. Councillors Lambert, Mrs Powell, and Toms volunteered to help with the stewarding and it was agreed that ten stewards would be needed, an e-mail asking for volunteers will be sent out.

The 'battery fitting' day for the lanterns has been arranged for Saturday 11<sup>th</sup> December 2010.

**50. CORRESPONDENCE**

**.1 Cornwall Council – Winter Service Policy**

This matter was discussed at length and concerns about the cost and the obligation to carry out this service which Cornwall Council will not do as from 2011. The Mayor informed the Committee that there is to be a meeting of the five South East Cornwall Mayors to discuss this issue and that Liskeard Town Council are very much against taking on this service.

The Clerk was asked to ascertain whether East Looe Town Trust and Looe Harbour Commission would help with the storage of the dumpy bags of salt and assist with the re-filling of the bins. Councillor Galipeau also asked if the Clerk could find out which bins have already been removed by Cornwall Council.

**.2 Cornwall Council – Community Safety Service**

Councillor Galipeau offered to fill in this consultation questionnaire on behalf of Looe Town Council.

**.3 Cornwall Council – Recycling and Waste Collections**

This information is all on Cornwall Council's website, in the One Stop Shop and the library for anyone wishing to comment.

.4 Cornwall Council – Connecting Cornwall Consultation

This is part of the Local Transport Plan, the first consultation has been carried out but the second draft document consultation has been delayed for budgetary reasons.

.5 Councillor Mrs Hannaford – West Looe Harbourside Walks

This matter is to be put on the Agenda for the next meeting.

At this point the Chairman asked for the Committee's permission to alter the order of the Agenda to enable Councillor Toms to leave for another engagement, this was unanimously given.

**51. TO DISCUSS MR ANDREW BROWN'S DRAFT PROPOSALS FOR THE LOOE VALLEY LINE**

These proposals had been circulated to all members. (See attached Appendix 'A'). The Chairman asked Councillor Galipeau to briefly go through the proposals, Councillor Galipeau stated that, in essence, Mr Brown was seeking approval of the Action Plan – Stage 1. Councillor Galipeau proposed that Mr Brown be asked to commence Stage 1 and report back to this Committee, if Stage 1 is agreed delegated authority be given to the Chairman to provide the required letter for Stage 2, seconded by Councillor Gregory it was:

**RESOLVED**

Unanimously to ask Mr Brown to commence Stage 1 and that the remainder of the proposal also be accepted. Councillor Lambert asked for Council's thanks to Mr Brown for his hard work be passed on.

**52. TO DISCUSS THE ST IVES TOWN COUNCIL REVIEW OF THEIR SEASONAL TRAFFIC CONTROL OFFICER**

The Chairman informed the Committee that the seasonal Traffic Control Officer in St Ives had been very successful according to an e-mail received from St Ives Town Council and they intend to continue with this during the summer season next year.

The Committee discussed the matter and all agreed with the Chairman that such a project in Looe could not be justified.

**53. TO DISCUSS THE MAYFAIR INSURANCE**

The Chairman explained that the Council could not insure this event as it is not organised by the Council. Councillor Mrs Hannaford, who does organise it, had requested that the event be brought under the umbrella of Looe Town Council to enable Council to insure it.

This matter was discussed at length and concerns were raised that a precedent could be set which Council would then have to continue. It was suggested that a grant application be submitted to the Finance and Works Committee to offset the cost of insurance for the event. Councillor Gregory proposed that Looe Town Council support the Mayfair but cannot accept legal responsibility for insurance of the event, seconded by Councillor Bryan it was unanimously agreed.

At this point Councillor Toms left the Meeting.

**54. TO DISCUSS CORNWALL COUNCIL (OFF STREET PARKING CHARGES) ORDER 2011 CONSULTATION**

The information received regarding the proposed increase in parking charges was read to the Committee. The Clerk informed the Committee that Liskeard Town Council are very much against these proposed increases and will be writing to Cornwall Council accordingly. The Chairman pointed out that the cost to Looe is much more than other areas especially with reference to the cost of permits which will hit the residents hard. The Clerk was asked to obtain a copy of Liskeard Town Council's letter, circulate it and get agreement from all members to submit a similar letter to Cornwall Council.

**55. TO DISCUSS CORNWALL COUNCIL'S CCTV CONSULTATION**

This consultation is not relevant to Looe as we have an independent system.

**56. MATTERS FOR FURTHER OR URGENT DISCUSSION**

**.1 Looe Primary School**

The Chairman reported that the school are converting two classrooms into a community space/library which can also be used for parties etc out of school hours. A request for support of this project is being sent to Looe Town Council and the Chairman proposed that Looe Town Council provide a letter of support, seconded by Councillor Dingle it was unanimously agreed.

**.2 South West Water**

Councillor Lambert asked if any further progress had been made in helping South West Water solve the problem of fat and grease in the drains caused by restaurants. The Clerk responded that South West Water had agreed to contact us when they were ready to talk to the restaurants but they have not done so yet, the Clerk will contact South West Water.

**.3 Flooding**

Councillor Galipeau asked if any issues have been picked up from the recent flooding in Lostwithiel. Councillor Bryan suggested that this matter be brought up at the forthcoming "Adopt a Street/Extreme Weather meeting scheduled for 1<sup>st</sup> December 2010.

**The Meeting closed at 8.25pm.**

**Signed .....**      **Date .....**

**Chairman of Environment and  
Public Protection Committee**

## Appendix 'A'

### Proposal to Members of Environment and Public Protection Committee

#### Introduction

As requested at the meeting of the Environment and Public Protection Committee on Monday 18<sup>th</sup> October the following sets out the existing stakeholders and their involvement with the Looe Valley Line together with a proposed plan of action to commence investigation into the feasibility of achieving the new vision for the Looe Valley Line.

#### Vision

*Control and operation of the Looe Valley Railway as a sustainable tourist attraction by a 'not for profit' organisation sponsored by Looe Town Council maintaining access to mainline services, enabling the local community and businesses to support and grow sustainable tourism integrated with other forms of transport.*

#### Existing Stakeholders

The following are the key stakeholders involved with the existing provision of services and infrastructure relevant to the Looe Valley line:

Department for Transport	(DfT)
First Great Western	(FGW)
Network Rail	(NR)
Rail Regulator	(RR)
Freight Liner	(FL)

Other Associated Stakeholders are:

Cornwall County Council	(CCC)
Looe Town Council	(LTC)
Liskeard Town Council	(LiskTC)
Devon and Cornwall Rail Partnership	(DCRP)
Users	(U)
Local Community	(LC)

#### Stakeholder Involvement

The present operation and provision of services on the Looe Valley Line are part of the Greater Western Rail franchise operated by FGW, part of First Group PLC regulated by DfT and the RR.

The RR is responsible for Safety and Regulation and delivers this by requiring railway operators and owners of rail infrastructure to have a License, granted by the RR and a Railway Safety Case accepted and monitored by the RR.

The specification for the minimum passenger service to be provided on the line is determined by the DfT together with service performance levels which are part of the franchise agreement. The DfT agree subsidies and/or premium payments with the Franchise Holder, FGW. FGW provides a more enhanced service on the Looe Valley Line at its own cost which is an advantage to the community but is not mandatory on FGW and could change at any time.

NR is the owner, operator and maintainer of the route infrastructure (rails, signaling equipment, ground works, power supplies, embankments, bridges, road crossings and fencing and stations).

FGW has a track access agreement with NR which sets obligations on both parties under binding contractual arrangements. NR Rail obligates to provide the infrastructure fit for train operation in line with the operational specification. FGW is required to provide the train service to agreed specification i.e. number of trains running to time and not cancelled. FGW pay an agreed price to NR annually for their track access. The track access agreement has a performance regime which financially penalises either party for non achievement of specification agreed under the track access agreement.

Stations on the Looe Valley Line are leased to FGW under a Station Lease Agreement. FGW are responsible for provision and maintenance of station facilities. Manning and opening times of stations is specified in the Franchise Agreement between FGW and DfT.

CCC has overall responsibility for transport strategy across the County and therefore has an input into the specification of the operation of the line to the DfT and the Franchise Holder FGW, which is ongoing. CCC can sponsor additional improvements outside the Franchise Agreement.

Improvements at stations on the line have been sponsored by DCRP and other organizations; also manning of ticket offices at Liskeard and Looe in high season.

Other stakeholders (LTC, LiskTC, U and LC) are represented on the Looe Valley Line Group chaired by the DCRP who meet twice a year to review any issues and consider future opportunities within the existing operation framework.

The track from Liskeard to Moorswater is used by freight trains operated by FL to access a cement distribution depot at Moorsewater. It is not sure how long this is to continue but this could affect achievement of the vision if accommodation of this operation is not met.

It is accepted that passenger usage has increased but it is evident that the present train service, albeit better than is specified by DfT, cannot be said to be focused on the requirements of the community and visitors or an effectively maximised tourist attraction, e.g. no Sunday service during Autumn and Spring, Christmas and New Year.

## **Plan of Action**

Before any detailed work can be carried out on identifying the opportunities and threats of delivering the vision the key stakeholders need to agree.

It is recommended that the following is put in place to achieve the vision, forming the framework for further discussion and development;

***Establish a Community Interest Company (CIC) sponsored by Looe Town Council, to take on business responsibility for the Looe Valley line, including ownership and operation.***

### **Action Plan – Stage 1**

Obtain agreement from DfT and CCC, in principle, to the vision and developing the CIC proposal taking into account passenger and freight operations

#### ***If not agreed***

- Do not proceed, identify if a different framework to achieve vision is available

#### ***If agreed***

- Discuss in principle with all stakeholders, producing a SWOT analysis and outline risk assessment for their consideration and ratification to proceed

#### ***Review with Stakeholders, if agreed to proceed***

- Develop outline business plan from stakeholder discussions to achieve vision by a CIC, operating using a blend of volunteers, employees and contractors
- Determine costs structure and agree level of funding available from DfT as a result of subsidy reduction to FGW
- Identify other funding opportunities
- Consider most effective operational framework for the line e.g. as a minor railway, either owned or leased from NR, with connection maintained to main line, CIC as Infrastructure Owner, Maintainer and Operator
- Carry out risk assessments of identified operational framework
- Establish legal framework for transfer of ownership and operation to the CIC
- Establish access arrangements for freight operation if continued
- From the above produce a detailed risk assessment for establishing a CIC to take over the Line in accordance with the vision.

## **Recommendation**

Committee are asked to agree action plan stage 1 and give direction for this to proceed

Andrew J C Brown FCILT, MIRM

3rd November 2010