

LOOE TOWN COUNCIL

MINUTES OF THE FINANCE AND WORKS COMMITTEE MEETING

held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe
on Monday 27th January 2014 at 7.00pm

REPORT TO COUNCIL

PRESENT:

Chairman – Cllr M Gregory
Cllrs Miss K Bishop, D J Bryan, P Crossley,
R Hendy, W Martin, Mrs M Powell and M Soady

OFFICERS

Town Clerk – Mrs A Frith

IN ATTENDANCE

Cllr A Toms

88. APOLOGIES

There were no apologies.

89. TO RECEIVE DECLARATIONS OF INTEREST

Councillor Hendy declared an interest in any matter raised concerning East Looe Town Trust.

90. TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC

There were no members of the public present.

91. MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 6th JANUARY 2014

There were no matters raised.

92. TO DISCUSS REQUESTS FOR FINANCIAL ASSISTANCE

.1 Cornwall Air Ambulance

The Committee discussed the application received and Councillor Gregory proposed the donation of £200 be made, seconded by Councillor Miss Bishop it was:

RESOLVED

Unanimously to donate £200.

.2 Merlin MS Centre

The Committee discussed the application received and Councillor Bryan proposed a donation of £150 be made, seconded by Councillor Gregory it was:

RESOLVED

Unanimously to donate £150.

93. TO REVIEW THE EXPENDITURE FOR THE MARINERS GARDEN

The Committee reviewed the information provided by the Looe Community Officer, as attached, and all agreed that the Looe Community Officer had done well and noted that there are a few repairs needed due to the recent bad weather.

94. TO DISCUSS THE FUTURE OF THE SEASONAL EVENING BUS

Councillor Gregory explained that, as yet, the usage figures and costs for the 2013 season have not been received. An e-mail from Western Greyhound indicates that until the level of funding from Cornwall Council is ascertained they cannot confirm that the service will be provided this year.

Councillor Gregory stated that we also need to know the level of financial support from Polperro Community Council.

The matter was deferred until the above information is available.

95. MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN

.1 Looe Music Festival

The Clerk asked for permission to pay the invoice for £30,500 for tickets as agreed at Full Council but expressed concern that the tickets would not be delivered until the cheque had cleared. Councillor Gregory proposed that the invoice be paid on condition that 100 tickets were made immediately available, the balance on clearance of the cheque, seconded by Councillor Miss Bishop it was unanimously agreed.

Councillor Martin stated that we need to support the music festival and this payment would enable a headline act to be booked.

The Committee requested that the Tourist Information Centre Manager advertises the ticket availability on facebook, twitter, websites etc.

.2 HR Services Quotes

Peninsula

The quote received offers a full service for

a) 5 year contract - £131.91 per month (total £7,914.60)

b) 3 year contract - £145.00 per month (total = £5,220)

Servier

The service offered totalled £1,950 per year to produce a staff handbook, contracts and a helpline.

Councillor Miss Bishop asked Councillor Soady, a Looe Harbour Commissioner, how often Looe Harbour Commission use the services of Servier, Councillor Soady stated it was on an "as and when" basis.

Councillor Hendy stated that Servier will also review our own work which would work out cheaper.

Councillor Gregory proposed that we enlist the services of Servier, seconded by Councillor Miss Bishop it was unanimously agreed.

.3 To Discuss the Refurbishment of the Tourist Information Centre

The Clerk asked for a budget to be set to do what is required in the Tourist Information Centre before the start of the season.

Councillor Martin stated that all the old stock needs clearing out before anything else is done, Councillor Bryan informed the Committee that a Tourist Information Centre open day is to be held, mainly aimed at informing residents what the Tourist Information Centre can offer them but

also to have a sale of older stock.

Councillor Miss Bishop stated that the Tourist Information Centre Manager should be asked what he wants in the way of display space.

Councillor Gregory proposed that three quotes are obtained from professional shop fitters to maximise space and visitor experience, seconded by Councillor Mrs Powell it was unanimously agreed.

Councillor Gregory stated that at least two Councillors should be involved as he does not want to see Mark set up for a fall.

The Meeting closed at 8.05pm