



LOOE TOWN COUNCIL

MINUTES OF THE TOURISM AND AMENITIES COMMITTEE

Held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe
On Wednesday 9th January 2019 at 7.00pm

REPORT TO COUNCIL

PRESENT:

Chairman – Cllr M Gregory
Councillors T Crane, Mrs B Richardson and A Toms

IN ATTENDANCE

Looe Harbour Master and Chief Executive – Ms Tina Hicks
Amenities Manager – Mrs Laura Kellaway

		ACTIONS
63.	<u>APOLOGIES</u> Apologies for absence were received from Cllrs Hendy, Mrs Hannaford, Penhaligan and Smith. <u>ABSENT</u> Cllr Mrs Powell.	
64.	<u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u> There were no members of the public present.	
65.	<u>TO RECEIVE DECLARATIONS OF INTEREST</u> There were no declarations of interest. ----0000---- The Chairman proposed that the order of agenda be altered to accommodate Ms Tina Hicks and allow her the opportunity to discuss feedback regarding Santa's Arrival and future LHC Christmas festivities.	

<p>66.</p>	<p><u>TO DISCUSS FEEDBACK FROM LOOE HARBOUR COMMISSION'S SANTA WORKSHOP MEETING OF 18th DECEMBER 2018</u></p> <p>Ms Hicks explained to the Committee the proposed changes to Santa's Arrival event for 2019 and the reasoning behind the decision to concentrate on one day of events, ie the 1st Saturday in December, as opposed to the whole weekend. It was discussed how the Lantern Procession, organised by Looe Town Council, could work more closely with the Saturday event. The Committee discussed this and decided that the Lantern Procession be moved from the 1st Friday to the 1st Saturday in December from this year onwards. This will allow for a full day of events, in conjunction with Looe Harbour Commission and Looe Lions, culminating in an early evening lantern procession and lights switch on and other activities at the Quayside Centre, West Looe.</p> <p>Cllr Gregory suggested that a working group be established in the next few months to discuss arrangements in more detail, and he offered to attend the Santa's Arrival meetings hosted by LHC whenever his work commitments allowed.</p> <p style="text-align: center;">----0000----</p> <p>Ms Hicks thanked the Committee for their time and support and left the meeting.</p>	<p>Working group to be established within the next few months</p>
<p>67.</p>	<p><u>TO RESOLVE TO APPROVE THE MINUTES OF THE TOURISM AND AMENITIES COMMITTEE MEETING OF 28th NOVEMBER 2018</u></p> <p>Cllr Gregory advised that he was unable to approve the minutes of the last meeting held on 28th November due to there not being sufficient Councillors in attendance who were present at the last meeting. The minutes will therefore be approved at the next meeting on 20th February.</p>	<p>Minutes to be approved at next meeting on 20th February</p>
<p>68.</p>	<p><u>MATTERS ARISING FROM THE TOURISM AND AMENITIES MEETING HELD ON 28th NOVEMBER 2018</u></p> <p><u>.1 Ref Min No 51.2 Parking and bus issues at Portuan Road</u> Mrs Kellaway provided the Committee with website quotes for official 'no Buses' signage. The Committee reviewed these and recommended that a RA1 450mm sign would be sufficient and for Mrs Kellaway to source the cheapest price. The Committee also requested that, prior to purchase, permission to site the sign at the corner of the Bowling Green junction of Marine Drive and Portuan Road be sought from Looe Bowling Club.</p> <p><u>.2 Ref Min 51.3 Land clearance at Sunrising</u> Mrs Kellaway advised that the contractor had been contacted to ensure a one-off burn of cut overgrowth be undertaken. The Committee asked that this action be chased again.</p>	<p>LK to look at lowest price and arrange purchase</p> <p>Bowling Club to be consulted and permission sought</p> <p>LK to liaise with contractor</p>

	<p><u>.3 Ref Min No 56.3 Cornwall Council Notification of 2019 Pop Up Site Tender Opportunities</u> The Committee asked if the letter they had requested to be sent to Cornwall Council expressing concern over the type of concessions available had been actioned.</p>	Clerk to confirm letter has been sent to CC
69.	<p><u>TO REVIEW TOURIST INFORMATION CENTRE (TIC) PROFIT AND LOSS ACCOUNTS</u> The Committee reviewed the latest Profit and Loss Accounts for the Tourist Information Centre and there were no queries raised.</p>	
70.	<p><u>TO DISCUSS TRO APPLICATION QUERIES</u> The Committee discussed an email received from Melanie Thomas of Cormac with various queries about the TRO Proposals submitted to CC before Christmas. The Councillors requested that the Clerk respond to Ms Thomas and invite her to a site visit with Cllrs Mrs Hannaford, Crane and Smith whereby each query can be discussed at the locations in question.</p>	Clerk to request site visit with EH, TC and MS to resolve queries
71.	<p><u>CORRESPONDENCE</u> No correspondence has been received.</p>	
72.	<p><u>TO REVIEW THE REPORT FROM THE AMENITIES MANAGER</u> The Committee reviewed Mrs Kellaway's report (as attached) and requested that the potential occasional use of Looe-in-Bloom's vehicle are investigated further. Cllr Toms advised that the new RTPI digital screens at bus stops was being implemented and that these will be installed at stops at Hannaford, Barbican, and either side of the Health Centre. Cllr Gregory suggested that Mrs Kellaway contact her current mobile phone provider a month prior to the end of the current contract and request a PAC number. Cllr Gregory offered to investigate a cheap SIM only deal going forward.</p>	<p>LK to explore possibilities with Looe in Bloom</p> <p>LK to request PAC no and provide details to MG</p>
73.	<p><u>TO DISCUSS MATTERS REFERRED FROM OTHER COMMITTEES</u> There were no matters referred.</p>	
74.	<p><u>MATTER FOR FURTHER DISCUSSION AS DETERMINED URGENT BY THE CHAIRMAN</u> <u>.1 Email from CC Transport and Infrastructure re installation of digital RTPI screens at bus stops</u> This matter was discussed under minute no 72 above. <u>.2 Email from Cllr Rose re wild fire risk</u> The Committee discussed an email received from Cllr Rose regarding emergency management in place for potential wild fires to land surrounding Looe. Cllr Gregory asked Mrs Kellaway to investigate what Cornwall Council have in place within their Emergency Management Plans.</p>	LK to contact CC Emergency Planning Team and request details

	<p><u>.3 NYE incident – car travelling through road closure in Fore Street</u> The Committee discussed a complaint received from a resident regarding NYE revellers whilst driving through the Fore Street road closure late on NYE. Mrs Kellaway advised that the Clerk had responded via email to the resident and that CCTV footage had been reviewed.</p> <p>The Meeting closed at 8.10pm</p>	
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Signed

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