



## **LOOE TOWN COUNCIL**

### **MINUTES OF THE TOURISM AND AMENITIES COMMITTEE**

Held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe  
On Wednesday 10<sup>th</sup> April 2019 at 7.00pm

### **REPORT TO COUNCIL**

#### **PRESENT:**

Chairman – Cllr M Gregory  
Councillors T Crane, Mrs E Hannaford,  
Mrs B Richardson, M Smith and A Toms (ex officio)

#### **IN ATTENDANCE**

Amenities Manager – Mrs Laura Kellaway  
Ms N Butcher

		<b>ACTIONS</b>
93.	<b><u>APOLOGIES</u></b> Apologies for absence was received from Cllr Penhaligan. <b><u>ABSENT</u></b> Cllr Mrs Powell	
94.	<b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b> There was one member of the public present. <b><u>Ms Butcher – Mariners' Garden regeneration presentation</u></b> Ms Butcher gave a short presentation on her ideas to revamp the Mariners' Garden, explaining how she would work with local community groups and schools to create mosaic panels to edge the retaining walls and artwork displays for the riverside fencing as well as a sensory garden in order to create a more appealing and relaxing public space. Cllr Mrs Hannaford advised that there were funds available through various community fund projects and that she and Cllr Toms could potentially provide small grants from their respective Cornwall Council Community Chests. Ms Butcher advised that she had been in contact with many suppliers and the offer of support by way of free or reduced cost materials was potentially available but they required a formal letter from Looe Town Council supporting the project.	

	<p>Cllr Gregory advised that, subject to the Council providing a letter of support, they would expect Ms Butcher to provide firm costings and timescales to the Committee.</p> <p>Cllr Mrs Hannaford proposed that a letter be sent to Ms Butcher agreeing in principle to support the Mariners' Garden refurbishment project subject to provision of full costings and timescales by Ms Butcher, seconded by Cllr Gregory, it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to send a letter to Ms Butcher agreeing in principle to support the Mariners' Garden refurbishment project subject to provision of full costings and timescales by Ms Butcher</p>	Clerk to write letter to Nicola Butcher
95.	<p><b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b></p> <p>Cllr Toms declared an interest in any matter raised concerning Looe Harbour Commission, Looe Development Trust and Cornwall Council.</p>	
96.	<p><b><u>TO RESOLVE TO APPROVE THE MINUTES OF THE TOURISM AND AMENITIES COMMITTEE MEETING OF 20<sup>th</sup> FEBRUARY 2019</u></b></p> <p>Cllr Gregory proposed that the Minutes of the Meeting of 20<sup>th</sup> February 2019 be approved, seconded by Cllr Crane it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to approve the Minutes of the Meeting of 20<sup>th</sup> February 2019.</p>	
97.	<p><b><u>MATTERS ARISING FROM THE TOURISM AND AMENITIES MEETING HELD ON 20<sup>th</sup> FEBRUARY 2019</u></b></p> <p><u>.1 Ref Min No 76.1 Mr Clements Loading Bay Restrictions</u> Cllr Mrs Hannaford provided an update to the matter raised by Mr Clements at the last meeting. She advised that she had sought the advice of Cornwall Council Highways with regards to amending loading bay times via a TRO. They advised that this is not feasible as a TRO cannot legally change the timings on a loading bay. Mr Clements has been informed of this.</p> <p><u>.2 Ref Min No 79.1 Lantern Procession Working Group</u> This was discussed under minute no 100.</p> <p><u>.3 Ref Min No 79.2 Parking and Bus Issues at Portuan Road</u> Mrs Kellaway advised that permission to erect a sign on Bowling Green land had been received from the Bowling Green Committee and the process was underway to purchase the required sign.</p> <p><u>.4 Ref Min No 79.3 TRO Application Queries</u> Cllr Gregory advised that members of the Committee had now met with Melanie Thomas of Cormac to discuss the TRO requirements. Mrs Thomas is due to reply to the Clerk with estimate of costs before the end of the month.</p> <p><u>.5 Ref Min No 79.4 Use of Looe in Bloom van</u> This item has yet to be actioned and Cllr Gregory asked that it is added as an agenda item for the next meeting.</p>	Clerk to add to agenda for next meeting

	<p><u>.6 Ref Min No 86 Potential Millpool Car Park Levy</u> Mrs Kellaway advised that the Clerk had consulted with Simon Mansell, Legal Officer for Cornwall Council who had confirmed that Looe Town Council does have a legal duty to hold a public consultation if it wishes to impose a levy on the 3hr, 4hr and all-day car parking at the Millpool car park. Cllr Mrs Hannaford proposed that Looe Town Council undertakes public consultation on imposing a 20p levy on the 3hr, 4hr and all-day car parking at the Millpool car park, seconded by Cllr Gregory, it was: <b><u>RESOLVED</u></b> Unanimously to undertake public consultation on imposing a 20p levy on the 3hr, 4hr and all-day car parking at the Millpool car park. The Committee decided to delay any further action on this until after the summer. The Committee then discussed uses for the potential revenue generated as it would have to be used to improve the immediate area around the Millpool car park and felt that a survey should be undertaken to obtain ideas. The Committee asked that a Survey Monkey be created with a hard copy available for review at the Tourism and Amenities meeting on 10<sup>th</sup> July.</p> <p><u>.7 Ref Min No 74.2 meeting of 9<sup>th</sup> January 2019 - Email from Cllr Rose re wild fire risk</u> Cllr Rose had queried why no further action had been taken on this matter raised at the meeting of 9<sup>th</sup> January. Cllr Gregory advised that Mrs Kellaway had since contacted Ms Penellum of Cornwall Council's Emergency Management team asking for clarification on wild fire risk policy and that a response was anticipated. Once received, the Committee felt they would then be in a position to contact East and West Looe Trust for consultation as applicable.</p> <p><u>.8 Ref Min no 46 meeting of 5<sup>th</sup> September 2018 – Topographical Survey at Sunrising</u> Mrs Kellaway presented the topographical survey graph to the Committee but even on projector screen, it wasn't clear to understand the true lie of the land. The Committee discussed this and potential uses for the land should it be taken on from Cornwall Council and it was decided that all Committee members should take a look at the area in question themselves between now and the next meeting on 22<sup>nd</sup> May and to come up with ideas for its potential use.</p>	<p>LK and Committee to create survey for 10<sup>th</sup> July meeting</p> <p>All Committee members to visit site and have ideas for discussion at next meeting</p>
98.	<p><b><u>TO REVIEW TOURIST INFORMATION CENTRE PROFIT AND LOSS ACCOUNTS</u></b> The Committee reviewed the latest Profit and Loss Accounts for the Tourist Information Centre. It was noted that the revenue was down due to lack of income from accommodation bookings/advertising and Music Festival tickets.</p>	

<p><b>99.</b></p>	<p><b><u>TO DISCUSS E-PETITION ON BRANDJACKING</u></b>  Cllr Mrs Hannaford and Cllr Toms explained to the Committee what brandjacking was and its impact on local accommodation providers. Cllr Gregory proposed that a letter be written to MP Sheryll Murray expressing the Committee's support for the brandjacking e-petition and campaign and effect on tourism within her constituency, seconded by Cllr Crane, it was:  <b><u>RESOLVED</u></b>  Unanimously to write to MP Sheryll Murray expressing the Committee's support for the brandjacking e-petition and campaign and effect on tourism within her constituency.</p>	<p>Clerk to write letter to Sheryll Murray re supporting ePetition on Brandjacking</p>
<p><b>100.</b></p>	<p><b><u>TO CREATE LANTERN PROCESSION WORKING GROUP</u></b>  The Committee discussed the creation of a working group to discuss arrangements and ideas for the 2019 Lantern Procession and Cllr Gregory advised that this year it would be held on the same day as Santa's Arrival (Saturday 7<sup>th</sup> December) working in conjunction with Looe Harbour Commission. Cllrs Gregory, Toms and Mrs Richardson all agreed to be a part of this working group.</p>	
<p><b>101.</b></p>	<p><b><u>CORRESPONDENCE</u></b>  No correspondence had been received.</p>	
<p><b>102.</b></p>	<p><b><u>TO REVIEW THE REPORT FROM THE AMENITIES MANAGER</u></b>  The Committee reviewed Mrs Kellaway's report (as attached). There were no issues raised from the report.  The Committee thanked Mrs Kellaway as this meeting was the first to be conducted 'paper free' using projector and laptop to project all backing documents, agenda and minutes. All felt it worked successfully and should continue for future Tourism and Amenities meetings where possible.</p>	
<p><b>103.</b></p>	<p><b><u>TO DISCUSS MATTERS REFERRED FROM OTHER COMMITTEES</u></b>  Referred from Full Council meeting of 1<sup>st</sup> April:  <u>.1 Mobile CCTV costs</u>  The Committee discussed the cost of £190 to deploy a mobile CCTV camera at the Seafront. The subject of funding was discussed at the Full Council meeting of 1<sup>st</sup> April 2019 and it was resolved to apply for funding from OPCC (Office of Police and Crime Commissioner). Cllr Mrs Hannaford proposed that the cost of £190 be approved but with a caveat that Looe Town Council reserved the right to change its mind after the trial period without any penalty, should they choose not to proceed, seconded by Cllr Gregory, it was:  <b><u>RESOLVED</u></b>  To approve the cost of £190 be approved but with a caveat that Looe Town Council reserved the right to change its mind after the trial period without any penalty, should they choose not to proceed.</p>	

	<p><u>.2 Visit to Critical Control Centre at Tolvadden</u> The Committee discussed a possible visit to Tolvadden and several members were interested. Mrs Kellaway was asked to compile a list and arrange transport as required.</p> <p><u>.3 To Discuss Plastics Free Looe</u> Cllr Gregory advised that there were no matters on this subject referred from Full Council as all outstanding business had been concluded at the meeting on 1<sup>st</sup> April.</p>	LK to arrange councillors visit to Tolvadden
104.	<p><b><u>MATTER FOR FURTHER DISCUSSION AS DETERMINED URGENT BY THE CHAIRMAN</u></b></p> <p><u>.1 Kik Plastic visit to Looe 15<sup>th</sup> May 2019</u> Mrs Kellaway advised that Amelia Bridges had already been in contact with the organisers and they have organised a beach clean at Seaton beach instead as it was felt Looe beaches are already relatively clean. They will be riding through Looe on the evening of 15<sup>th</sup> May between 4 and 6pm. Cllr Mrs Hannaford proposed that the Mayor and some Councillors be present to greet them when they arrive, seconded by Cllr Gregory, it was: <b><u>RESOLVED</u></b> Unanimously that the Mayor and some Councillors be present to greet them when they arrive. Suitable gifts such as a hessian/jute bag and a bamboo re-usable cup be sourced as a suitable gift.</p>	Mayor and available Councillors to greet Kik Plastic visitors and suitable gift to be sourced
105.	<p><b><u>TO MOVE THE MEETING TO PART TWO</u></b> Cllr Gregory proposed that the Meeting now move to Part Two to discuss Weed spraying quotes for 2019, seconded by Cllr Mrs Hannaford it was: <b><u>RESOLVED</u></b> Unanimously to move the Meeting to Part Two.</p>	