



LOOE TOWN COUNCIL

MINUTES OF THE ENVIRONMENT AND DEVOLUTION COMMITTEE

Held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe
On Wednesday 5th June 2019 at 7.00pm

REPORT TO COUNCIL

PRESENT:

Councillors T Crane, M Gregory, J Lundy,
Mrs E Hannaford, Mrs M Powell, M Smith,
Mrs V Sullivan

IN ATTENDANCE

Town Clerk – Mrs Anne Frith
Amenities Manager – Mrs Laura Kellaway
Hugh Hedderly – Looe Allotment Association
Neil Gardner – Looe Allotment Association

		ACTIONS
1.	<u>TO ELECT A CHAIRMAN</u> The Committee was asked for nominations for Chairman for the coming year. Cllr Mrs Hannaford proposed that Cllr Mrs Sullivan be elected to serve as Chairman for 2019/20. As there were no other nominations, Cllr Mrs Hannaford's proposal was seconded by Cllr Gregory and it was: <u>RESOLVED</u> Unanimously to elect Cllr Mrs Sullivan to serve as Chairman for the coming year.	
2.	<u>TO ELECT A VICE CHAIRMAN</u> The Committee was asked for nominations for Vice Chairman for the coming year. Cllr Mrs Sullivan proposed that Cllr Crane be elected to serve as Vice Chairman for 2019/20. As there were no other nominations, Cllr Mrs Sullivan's proposal was seconded by Cllr Smith and it was: <u>RESOLVED</u> Unanimously to elect Cllr Crane to serve as Vice Chairman for the coming year.	
3.	<u>APOLOGIES</u> Apologies for absence were received from Cllr Toms and Cllr Mrs Richardson.	

4.	<p><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></p> <p>There were two members of the public present, Hugh Hedderly and Neil Gardner from Looe Allotment Association. Mr Hedderly advised that he had sent a letter to the Environment and Devolution and Finance Committees raising concerns over the Council's decision to increase the annual rent following an increase in the Council's rent by The Glebe. He would like the Council to rethink its decision as it could have an adverse effect on the feasibility of the allotments.</p> <p>Cllr Gregory advised that the Council would always aim to keep it cost neutral where possible but that it would need to see if tax payers of Looe were prepared to subsidise the cost of the allotments.</p> <p>Cllr Mrs Sullivan advised Mr Hedderly that the Council would go back and look at its original leases with the Glebe and the Allotment Association and discuss the situation with Savilles.</p> <p>Mr Hedderly and Mr Gardner thanked the committee and left the meeting.</p> <p style="text-align: center;">----0000----</p> <p>Cllr Mrs Sullivan proposed that Cllr Mrs Hannaford be temporarily co-opted onto the Committee in order that she participate in the meeting discussions, seconded by Cllr Gregory it was:</p> <p><u>RESOLVED</u> Unanimously to co-opt Cllr Mrs Hannaford onto the Committee for participation in this meeting only.</p>	Council members to review leases and discuss with Savilles
5.	<p><u>TO MOVE THE MEETING TO PART TWO</u></p> <p>Cllr Gregory proposed that the Meeting move to Part Two at this time to discuss and appoint a builder for the Library building works, seconded by Cllr Mrs Powell it was:</p> <p><u>RESOLVED</u> Unanimously to move the Meeting to Part Two.</p> <p>See Part Two minutes on separate sheet.</p>	
6.	<p><u>TO MOVE THE MEETING BACK TO PART ONE</u></p> <p>Cllr Mrs Sullivan proposed that the Meeting move back to Part One, seconded by Cllr Gregory it was:</p> <p><u>RESOLVED</u> Unanimously to move the Meeting back to Part One at 7.35pm.</p> <p>Mrs Frith left the meeting at 7.35pm.</p>	
7.	<p><u>TO RECEIVE DECLARATIONS OF INTEREST</u></p> <p>Cllr Lundy declared an interest in agenda item 11 – Land at Sunrising.</p>	

8.	<p><u>TO RESOLVE TO APPROVE THE MINUTES OF THE TOURISM AND AMENITIES COMMITTEE MEETING OF 10th APRIL 2019</u></p> <p>Cllr Mrs Sullivan proposed that the Minutes of the Meeting of 10th April 2019 be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u></p> <p>Unanimously to approve the Minutes of the Meeting of 10th April 2019.</p>	
9.	<p><u>MATTERS ARISING FROM THE TOURISM AND AMENITIES MEETING HELD ON 10th APRIL 2019</u></p> <p><u>.1 Ref Min 103.2 Visit to Critical Control Centre at Tolvaddon</u></p> <p>Cllr Mrs Sullivan enquired what this visit entailed and Cllr Mrs Hannaford explained how the CCTV Critical Control Centre near Cambourne worked and that it would be very useful for Councillors to visit and observe the Centre in operation before deciding if the Council wishes to participate in the CCTV monitoring scheme. Cllrs Mrs Sullivan, Powell and Smith advised that they would be interested in a daytime visit. Mrs Kellaway advised she would contact other Councillors again to ascertain interest and arrange a visit.</p>	LK to contact councillors again to ascertain interest and arrange visit
10.	<p><u>TO DISCUSS THE REMIT OF THE ENVIRONMENT AND DEVOLUTION COMMITTEE</u></p> <p>Cllr Mrs Hannaford outlined her suggestions for a draft remit for the new Environment and Devolution Committee. Cllrs Mrs Sullivan advised that she and Cllr Crane would sit with Mrs Kellaway in the next couple of months and devise a work plan.</p>	VS/TC/LK to review work plan in next couple of months
11.	<p><u>TO REVIEW TOURIST INFORMATION CENTRE PROFIT AND LOSS ACCOUNTS</u></p> <p>The Committee reviewed the latest Profit and Loss Accounts for the Tourist Information Centre. The 2019 Looe Guide was discussed in some detail. Cllr Gregory suggested that this matter be referred back to the Finance committee to look at the costs of the Looe Guide, what was successful and the way forward for the 2020 Looe Guide.</p>	Looe Guide costs and way forward to be referred for discussion to next Finance meeting
12.	<p><u>TO DISCUSS USE OF LOOE IN BLOOM VEHICLE/ALTERNATIVE TRANSPORT ARRANGEMENTS</u></p> <p>The Committee discussed the possibility of using Looe in Bloom's van for occasional use of putting out event traffic signs throughout the year.</p> <p>The Committee asked that a formal agreement with Looe in Bloom be drawn up and agreed with Looe in Bloom and that the Council offer to make an annual financial contribution towards maintenance and fuel if Looe in Bloom are amenable to the idea.</p> <p>Cllr Gregory and Crane advised that insurance would need to be investigated as some policies will not allow for third party drivers on a policy. Staff must not use their own policy to cover business travel.</p>	Clerk to arrange formal agreement with Looe in Bloom including financial contribution Insurance to be investigated

<p>13.</p>	<p><u>TO DISCUSS LAND AT SUNRISING AND IDEAS FOR POSSIBLE USE</u></p> <p>The land at Sunrising (adjacent to properties 85 -115 Sunrising known as ‘Millionaire’s Row’), which has been made available by Cornwall Council under devolution proposals, was discussed in some detail. Cllr Crane advised that, in his opinion, due to the severe incline of the slope of the land, the Council should decline from taking this land on. Several councillors agreed with this but were concerned that, if the Council did not take it on, CC could sell the land for redevelopment. Cllr Mrs Hannaford advised that, if the council were to allocate the land as a ‘biodiversity area’ within the Neighbourhood Plan (NHP), this would stop anything being built on it in the future and that it would be reserved as a green space. Cllr Mrs Sullivan proposed that a letter be written to the NHP Steering Party to ask that they consider incorporating the land at Sunrising adjacent to properties 85-115 Sunrising in the Neighbourhood Plan as a protected biodiversity area, and that the Council resolve not to take on the land as a devolution offer from CC, seconded by Cllr Gregory, it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to write to the NHP Steering Party to ask that they consider incorporating the land at Sunrising adjacent to properties 85-115 Sunrising in the Neighbourhood Plan as a protected biodiversity area, and also that the Council resolve not to take on the land as a devolution offer from CC.</p>	<p>Clerk to write to NHP to add Sunrising land as biodiversity area</p>
<p>14.</p>	<p><u>CORRESPONDENCE</u></p> <p><u>.1 Letter received re links between Citybus and Looe Valley line</u> The Committee discussed a letter received for a community group in St Budeaux who were disappointed to find on their recent visit to Looe that there was no connecting bus service to Polperro which linked with the Liskeard to Looe train service. The Committee asked that a letter be written to Citybus to ask that they consider aligning future bus schedules with Looe Valley train services.</p> <p><u>.2 Emailed received re support for ‘Throw Jelly not Balloons’ campaign</u> The Committee discussed an email received from Looe Marine Conservation Group asking for support and use of council logo on publicity for the ‘Throw Jelly not Balloons’ campaign at the forthcoming Raft Race. This was for information only as consent had already been given by the Clerk.</p>	<p>Clerk to write to Citybus to ask they consider aligning bus schedules with train services</p>
<p>15.</p>	<p><u>TO DISCUSS THE MILLPOOL CAR PARK CHARGING LEVY</u></p> <p>The Committee discussed the proposal to add 20p to the 3hr, 4hr and all-day parking charges at the Millpool car park later this year. Cllr Mrs Hannaford asked that her ‘ready reckoner’ revenue calculations be distributed to all Committee members as soon as possible. The Committee felt that, taking into consideration the current commitments the Council already has (eg library, TRO and other devolution areas), the public consultations required should be</p>	<p>Clerk to circulate EH’s ready reckoner to committee members</p> <p>Committee members to</p>

	<p>deferred until October 2019. The Committee was asked to consider in the meantime suggestions for use of the anticipated revenue generated (it needs to be spent within the proximity of the Millpool car park) and to bring those ideas to the next meeting on 3rd July.</p>	<p>consider suggestions for revenue use for next meeting</p>
16.	<p><u>TO APPROVE PERMISSION TO CONSULT ON THE CAR PARK CHARGING LEVY</u> This agenda item was addressed in minute no 15 above.</p>	
17.	<p><u>TO FORMALLY REQUEST THAT THE ADDITIONAL LAND NORTH OF THE VETS TO THE JUNCTION BE DEVOLVED TO LOOE TOWN COUNCIL</u> Cllr Mrs Hannaford updated the Committee about the land to the north of the former Vets through to the roundabout junction at the Millpool which is available under Devolution from Cornwall Council should the Committee wish to formally request it. There are many potential uses for the land and it will be instrumental in the Council's strategic plans for the future. The Committee felt that, subject to 2 car spaces potentially belonging to WLTT where ownership is yet to be confirmed, the Council should formally request devolution of this land from Cornwall Council. Cllr Mrs Sullivan proposed that Looe Town Council formally request that the land to the north of the former Vets through to the roundabout junction at the Millpool be devolved to LTC by Cornwall Council, seconded by Cllr Gregory, it was: <u>RESOLVED</u> Unanimously to formally request that the land to the north of the former Vets through to the roundabout junction at the Millpool be devolved to Looe Town Council.</p>	<p>Clerk to formally request land to north of Vets to roundabout junction at Millpool be devolved to LTC</p>
18.	<p><u>TO FORMALLY REQUEST THAT THE BIN STORE AND RECYCLING BANKS BE RELOCATED TO THE TURNING CIRCLE AND THE CRIB HUT BE RELOCATED TO THE LAND ADJACENT TO THE PUBLIC CONVENIENCES</u> Cllr Mrs Hannaford updated the Committee about formally requesting moving the bin store and recycling banks to the turning circle adjacent to the main car and coach entrance of the Millpool car park. This would allow the devolved land as discussed at minute no 17 above to be cleared and also allow the unsightly recycling bins to be relocated to a less prominent location and be outside of the pay on exit car park. Cllr Mrs Sullivan proposed that that the Council formally request moving the bin store and recycling banks to the turning circle adjacent to the main car and coach entrance of the Millpool car park, seconded by Cllr Gregory, it was: <u>RESOLVED</u> Unanimously to formally request moving the bin store and recycling banks to the turning circle adjacent to the main car and coach entrance of the Millpool car park.</p>	<p>Clerk to formally request moving of bin store and recycling banks to Millpool turning circle</p>

	Moving the crib hut to the area between the Millpool public conveniences and SWW station was briefly discussed but no resolution was made on this.	
19.	<p><u>TO DISCUSS THE TRAFFIC REGULATION ORDER</u></p> <p>The Committee discussed the responses received from Cormac regarding TRO Amendments in some detail and spent time reviewing the 5 draft site notices prepared by them. Additionally, the Committee discussed Woodlands View and felt that Cormac had misunderstood the brief in terms of which area should have double yellow lines removed. They were also unhappy at the proposed cost of a new planter to be placed at Princes Street/Quay Road junction area (£6220). The Committee asked that the Council be given permission to place their own flowerbed planter in the proposed location.</p> <p>The Clerk was asked to contact Cormac to advise that the request for double yellow line removal was for the area next to the former garages at the wide bend in Woodlands View and not at the junction with Polperro Road as Cormac had assumed, and also to seek permission to place a flowerbed planter in the proposed location at Princes Street/Quay Road junction.</p> <p>Cllr Mrs Powell asked if it was also possible to have a car space width addition of double yellow lines and hatching at the turning circle by nos 29-32 Woodlands View as it was impossible to turn a vehicle around.</p> <p>After further discussions, Cllr Gregory proposed that Cormac's proposed construction costs of £9,500 (£15,720 less £6,220) should be accepted and that the matter be referred to the next Full Council meeting for those costs to be formally approved, seconded by Cllr Smith, it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously that Cormac's proposed construction costs of £9,500 (£15,720 less £6,220) should be accepted and that the matter be referred to the next Full Council meeting for those costs to be formally approved.</p>	<p>Clerk to contact Cormac to clarify area of Woodlands View requiring double yellow line removal, to seek permission to install own planter and to enquire if additional area at turning circle could also be removed</p> <p>TRO costs to be referred to next Full Council meeting for approval</p>
20.	<p><u>TO REVIEW THE REPORT FROM THE AMENITIES MANAGER</u></p> <p>There was no report available.</p>	
21.	<p><u>TO DISCUSS MATTERS REFERRED FROM OTHER COMMITTEES</u></p> <p>There were no matters referred.</p>	
22.	<p><u>MATTER FOR FURTHER DISCUSSION AS DETERMINED URGENT BY THE CHAIRMAN</u></p> <p><u>.1 Polean Proposed Boundary Change</u></p> <p>The Committee reviewed the Polean Proposed Boundary Changes, as previously advised at the last Planning meeting by Cllr Toms, and were in full agreement of the changes. The Clerk was asked to advise Polperro Community Council of this decision and to write to Cornwall Council by the deadline of 17th July.</p>	<p>Clerk to write to PCC and CC to agree proposed Polean Boundary changes</p>

	<p><u>.2 Hannafore Rose Beds</u> Cllr Mrs Hannaford raised concerns over the state of the rose beds along Marine Drive and that they were not being maintained by Cornwall Council as they should be. Some discussion followed and it was suggested that it be added to the agenda for the next Cormac Environment meeting or Looe Town Council looks to undertake maintenance through a skilled garden maintenance company.</p>	<p>Issue of non-maintenance to be added to next Cormac Environment meeting</p>
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