

Services, Assets and Community Committee

The SAC Committee met on 15th January 2024 and progress was reported to Councillors on:

Library & Community Hub

- Many cards and thank you's were sent in to the team over Christmas expressing gratitude for the services provided.
- £597.30 raised for charities during 2023 through collection boxes, wheelchair hire and 'tea party'.
- Musical theatre workshop in the library during December was very well attended, as were Christmas craft sessions for children.
- The team continue to deal with Visit Looe enquiries and updates to website pending decision on this.
- A new member of staff was recruited in December to join 13th January working Saturdays only, replacing Donna's hours after her move to the Admin post for LTC.
- Adult arts and craft sessions will be running fortnightly in January and February during the warm space.

Buildings & Property

- New lease from Cornwall for the patients' car park is still awaited.
- Works to roof lantern at Guildhall toilets are now completed.
- Retrospective planning permission granted for the water refill unit at Guildhall.
- Work has begun on seafront toilet refurbishment and scheduled to be completed by Easter 2024.
- Buller Quay phonebox was damaged in December storm and now permanently repaired and made safe.

Asset Maintenance

The new Asset Maintenance Planning process is now in place and monthly schedule is uploaded to teams for Councillors, showing completed and outstanding or carried forward tasks. Emerging issues and any defects identified by the team are also added to these monthly lists so that we have a fuller picture of all the maintenance required and carried out.

You can find monthly plans/progress and the annual maintenance/defects schedule on Teams at:

https://looetowncouncil.sharepoint.com/:f:/s/TownCouncillors/Eh0rhzdilIRMmUZbA6mxbJlBvG9yNmQmp_MfzzvSCKsq6w?e=7v5KCC

Health & Safety

Legionella Risk Assessments were carried out at all LTC sites on 22nd December 2023 and written reports awaited at the time of SAC meeting.

Council Vehicle

Full Council approved the purchase of an electric vehicle in October 2023 if suitable could be sourced for less than £10,000. A Garia City Utility vehicle was purchased by Officers in December 2023 for January delivery and lease van returned to provider before Christmas.

Resolutions and Recommendations from January SAC meeting:

It was **RESOLVED** to discontinue arrangements with Cornwall Council for emptying the new dog poo bin at junction of Goonwarth and Tregarrick, and that the LTC Maintenance Team would check and empty the bin frequently. Services, Assets & Community Committee will review the need for the bin in six months when usage is better understood.

Following a recommendation to extend fire alarm system to upstairs in the unit, it was **RESOLVED** to contact the provider of the fire alarm system and make arrangements required for changes to system at 2 Polkirt Arcade.

It was **RESOLVED** to accept the quote for replacement toilets and fitting from Propellair and their approved installer.

It was **RESOLVED** to refer to Cllr Lundy, as Chair of Planning Committee, the request concerning signage for the South West Coast Path.

It was **RESOLVED** to appoint Kivells to complete the required Asset Valuation of LTC properties so that updated re-build costs were available prior to renewal of insurance in March 2024.

It was **RESOLVED** to continue to deny liability for the road traffic collision with LTC's grit bin on East Cliff.

It was agreed that Officers would consider water saving alternatives and circulate information to Councillors before any purchase of urinals for seafront Gents.

It was agreed that Officers would enquire whether the previous Tennant would be interested in continued use of the land this year, subject to required planning permissions.