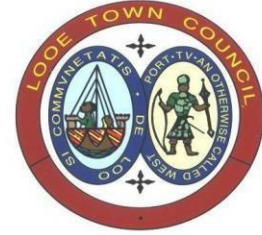


**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Services, Assets & Community Committee

Meeting held on 22nd July 2024 at 6pm

PRESENT: Cllr Jon Holmes (JH)
Cllr Armand Toms (AT)
Cllr Chris Harwood (CH)
Cllr James Lundy (JL)
Cllr Stephen Remington (SR)

IN ATTENDANCE: Lynda Powell – Town Clerk (TC)
Andrew Thompson – Cleaning & Maintenance Supervisor (CMS)
Tegan Bould – Content & Communications Officer (CCO)

	Welcome	ACTIONS
SAC 24/25 001.	<p>To Receive and Accept Apologies Apologies for absence were received from Cllr Martin Gregory.</p> <p>It was RESOLVED to accept apologies and the reasons given. Proposed by Cllr Harwood and seconded by Cllr Remington. All in favour.</p>	
SAC 24/25 002.	<p>To Receive Declarations of Interest</p> <p>Cllr Toms declared an interest in matters pertaining to Cornwall Council, Looe Development Trust and Looe Harbour Commissioners.</p>	
SAC 24/25 003.	<p>To Receive Questions from Members of the Public</p> <p>none</p>	
SAC 24/25 004.	<p>To Resolve to approve the Minutes of the previous meeting:</p> <p>It was RESOLVED to approve the Minutes of previous meetings of: Services, Assets and Community Committee held on the 22nd April 2024</p>	TC publish minutes.

	Proposed by Cllr Toms, seconded by Cllr Harwood. Carried 3 for /2 abstained as not present at the meeting.	
SAC 24/25 005.	<p>To receive questions on a report from the Library Supervisor.</p> <p>The library report was noted. Cllr Holmes commented that the library is a fantastic asset for the community and the Council is very fortunate to have a really good library team.</p>	
SAC 24/25 006.	<p>To receive questions on a report from the Content and Communications Officer.</p> <p>The Content and Communications Officer was welcomed to her first committee meeting. The report was noted. There were no questions.</p>	
SAC 24/25 007.	<p>Deputy Clerk Report.</p> <p>1. Flood Barrier for the Library and Community Hub. A temporary flood barrier is required to provide protection. It was RESOLVED that the Deputy Clerk and Cleaning and Maintenance Supervisor be delegated to investigate installation costs and select the most suitable and cost effective solution.</p> <p>Proposed Cllr Holmes, Seconded Cllr Remington, all in favour.</p> <p>2. Future Provision of waste bin Goonwartha/Tregarick Junction The clerk explained that the waste bin at this junction is a 180L dual waste bin for litter/dog poo. The bin is significantly larger than was originally planned and the cost of waste collection has risen sharply. Purchasing a smaller dog poo bin would reduce waste collection costs and the double bin could be used at an alternative site.</p> <p>It was RESOLVED to recommend to Full Council the removal of the double waste bin and the purchase of a dog poo bin at a cost of £260.</p> <p>Proposed Cllr Remington, Seconded Cllr Toms. All in favour.</p> <p>3. Contract for Fire Risk Assessments Fire Risk assessments need to be carried out by a person competent in fire engineering. Two quotes had been received for this work.</p> <p>It was RESOLVED to appoint Fire Safety Solutions to complete this work.</p>	<p>DC/CMS</p> <p>TC</p> <p>CMS</p>

	<p>Proposed Cllr Holmes, Seconded Cllr Lundy, all in favour.</p> <p>4. Remedial Work on Guildhall Gent's Urinals</p> <p>These urinals required remedial work including the installation of a new trough and pipework. Three quotes had been received.</p> <p>It was RESOLVED to appoint C J Plumbing. Proposed Cllr Holmes, Seconded Cllr Harwood, all in favour.</p> <p>5. Smugglers Way Signage</p> <p>A suitable location for the Smugglers Way walking route sign had been identified at the entrance to Kilminorth Woods. The Clerk explained that an existing structure belonging to Cornwall Council could be repurposed but would require the Town Council maintaining the structure under licence from Cornwall Council.</p> <p>It was RESOLVED to recommend to Full Council that the Town Council sign a licence with Cornwall Council to use and maintain the wooden structure near the entrance to Kilminorth Woods for the purposes of providing information about the Smugglers Way walk.</p> <p>Proposed, Cllr Holmes, Seconded Cllr Harwood, all in favour.</p> <p>6. Decorative Tiles.</p> <p>Councillors discussed the offer of decorative tiles from an art student. It was agreed to look at opportunities for public artwork across the town, consider planning permissions and discuss with Plymouth Arts University partnership opportunities.</p>	<p>CMS</p> <p>TC</p> <p>DC</p>
SAC 24/25 008.	<p>To Review the Maintenance Schedule</p> <p>Councillors reviewed progress. The CMS explained the timetable for remedial work to the fingerposts in the town and the issues identified in terms of corrosion and working at height.</p>	
SAC 24/25 009.	<p>Mariner's Garden Improvement</p> <p>Cllr Lundy discussed his report, and it was agreed to seek quotations for phase I with a view to the project being included in the Council's 25/26 Action Plan. The project could be funded using the Community Infrastructure Levy.</p>	<p>Cllr Lundy</p>

SAC 24/25 0010.	<p>Correspondence</p> <p>The following correspondence was noted</p> <ol style="list-style-type: none"> 1) Woodland Trust response regarding land adjacent to Sunrising 2) Looe in Bloom, grass cutting at the Barbican side of the junction with St. Martin's Church. 3) The Deputy Clerk's reply to an email regarding overnight camping at Hannafore. 	
SAC 24/25 0011.	<p>Part 2 - Exclusion of members of the press and public.</p> <p>To resolve that, under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for any items that involve the likely disclosure of confidential information.</p> <p>none</p>	
	<p>Date of next meeting: 7th October</p>	

The Meeting closed at 6.40 pm

Signed

Date.....