

LOOE TOWN COUNCIL KONSEL TRE LOGH



Services, Assets & Community Committee Minutes

Held in

The Council Chamber, Looe Library and Community Hub, The Millpool, Looe

Meeting held on 13th January 2025 at 6pm

PRESENT:

Cllr Jon Holmes (JH) - Chair
Cllr Armand Toms (AT)
Cllr Stephen Remington (SR)
Cllr Jasper Graham-Jones (JGJ)
Cllr James Lundy (JL)
Cllr Jamie Pearn (JP)

IN ATTENDANCE:

Sharon Payne – Deputy Clerk (DC)
Donna Folland – Admin Officer (AO)

Members of the Public: 2

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p>Welcome</p> <p>The Chair welcomed all to the meeting.</p>	
SAC/24-25/33.	<p>To Receive and Accept Apologies</p> <p>It was agreed to accept Apologies for absence and the reasons given from Cllr Martin Gregory (MG) and Cllr Chris Harwood (CH).</p>	

<p>SAC/24-25/34.</p>	<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>	
<p>SAC/24-25/35.</p>	<p>To Receive Questions from Members of the Public</p> <p>Questions were received from the two members of public present.</p> <p>The Chair and Cllr Remington responded to the questions.</p>	
<p>SAC/24-25/36.</p>	<p>To Resolve to approve the Minutes of the previous meeting of the Services, Assets & Community Committee held on 11th November 2024.</p> <p>There were insufficient Councillors present to approve the minutes of the previous meeting of the Services and Assets and Community held on 11th November 2024. The minutes will go to the Full Council meeting on the 27th January 2025 for approval.</p>	
<p>SAC/24-25/37.</p>	<p>To receive questions on the report from the Library Supervisor.</p> <p>The report from the Library Supervisor was circulated and noted.</p> <p>Councillors appreciate The Library service as an asset to the town and the free Craft Workshops have been well received and attended. These will tie into Creative Looe initiative.</p>	
<p>SAC/24-25/38.</p>	<p>To receive questions on the report from the Content and Communications Officer.</p> <p>The report from the Content and Communications Officer was circulated and noted.</p>	
<p>SAC/24-25/39.</p>	<p>To receive questions on the report from the Responsible Finance Officer.</p> <p>The report from the Responsible Finance Officer was circulated and noted.</p>	

<p>SAC/24-25/40.</p>	<p>To receive questions on the report from the Deputy Clerk and Resolve any necessary actions to be taken including.</p> <ol style="list-style-type: none"> 1. Radio frequency identity toilet card to recommend to Finance & Strategy. <p>The Deputy Clerks report was circulated and noted. The DC gave an overview of her report.</p> <ul style="list-style-type: none"> • The energy saving film has been fitted to five of the Office windows. Energy savings will be monitored. • The flood defence barriers have arrived, a date for the building company to fit is to be confirmed. • The Polkirt Arcade 5 year electrical safety report will be completed in February 2025. • Seven of the Finger posts have now been refurbished. The finger post by the bridge will be completed by an external company. <p>5:25pm A member of the public left the meeting.</p> <p>The Guildhall toilet flooring was discussed. Quotes will be obtained for a surveyor and based on their findings utilise 'Contract finder'.</p> <p>A price comparison report for the Public toilet supplies was circulated and noted. A possible further reduction for supplies was established and will be included for consideration.</p> <p>The disabled toilet at Hannafore is open following vandalism in October 2024.</p> <p>The Old Vets building will be returned to the Council on 23rd January 2024. Following inspection possible future use will be run across all the Council committees.</p> <p>Discussion ensued about the radio frequency toilet cards for visitors. It was agreed that the additional workload for staff and costs is too prohibitive and therefore not viable.</p> <p>It was RESOLVED to not proceed with recommending a radio frequency identity toilet card to Finance and Strategy Committee.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Stephen Remington. All in favour.</p>	
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<p>SAC/24-25/41.</p>	<p>To review the maintenance schedule plan and progress made.</p> <p>The maintenance schedule plan was circulated and noted. The Deputy Clerk explained that due to the small maintenance team and staff sickness the team were behind schedule.</p>	
<p>SAC/24-25/42.</p>	<p>To receive an update on the Mariners Garden and Resolve any necessary actions to be taken including.</p> <ol style="list-style-type: none"> 1. Resolution on style of new planters to recommend to Full Council. 2. Resolution to apply for a grant for the purchase of planters <ol style="list-style-type: none"> 1. Discussion ensued around the style of planters, the construction materials, and the need to consider they are in a conservation area. <p>It was RESOLVED to recommend to Full Council a boat style planter.</p> <p>Proposed by Cllr Jasper Graham Jones and seconded by Cllr Stephen Remington. Carried 5 for/ 1 against.</p> <ol style="list-style-type: none"> 2. Discussion ensued around the possibility to apply for a grant for the purchase of the planters. <p>It was RESOLVED to apply to West Looe Town Trust for a grant for the purchase of a boat style planter.</p> <p>Proposed by Cllr James Lundy and seconded by Cllr Armand Toms. All in favour.</p>	
<p>SAC/24-25/43.</p>	<p>To note correspondence received for information only.</p> <p>Correspondence was circulated and noted. The</p>	
<p>SAC/24-25/44.</p>	<p>Exclusion of members of the press and public.</p> <p>Exclusion of the Press and Public. Standing Order 3d. The Town Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960.</p>	

	<p>It was RESOLVED to exclude members of the press and public to discuss matters pertaining to:</p> <ol style="list-style-type: none"> 1. Correspondence received – Mariners Garden. 2. Quotes for landscaping works at the Mariners Garden. <p>Proposed by Cllr Jon Holmes and seconded by Cllr Stephen Remington. All in favour.</p> <ol style="list-style-type: none"> 1. Correspondence received – Mariners Garden. Correspondence was discussed, circulated and noted. 2. Quotes for landscaping works at the Mariners Garden. <p>The quotes for landscaping works at the Mariners Garden were considered.</p> <p>It was RESOLVED to accept the quotation from Arborcure for the landscaping works at the Mariners Garden subject to where the monies will be allocated from.</p> <p>Proposed Cllr James Lundy and seconded by Cllr Stephen Remington. All in favour.</p>	
<p>SAC/24-25/45.</p>	<p>Date of next meeting: Monday 14th April 2025</p>	

The Meeting closed at 6:55pm.

Signed

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