

**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Services, Assets & Community Committee

Meeting held on 11th November 2024 at 6pm

PRESENT: Cllr Jon Holmes (JH) - Chair
Cllr Martin Gregory (MG)
Cllr Armand Toms (AT)

IN ATTENDANCE: Sharon Payne – Deputy Clerk (DC)
Donna Folland – Admin Officer (AO)
Lynda Powell – Town Clerk (TC)

Members of the Public: 1

| | Welcome | ACTIONS |
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| | The Chair Cllr Jon Holmes welcomed everyone to the meeting. | |
| SAC/24-25/24. | To Receive and Accept Apologies Apologies for absence were received from Cllr Chris Harwood (CH), Cllr James Lundy (JL) and Cllr Stephen Remmington (SR) Cllr Jasper Graham-Jones (JGJ) was absent. | |
| SAC/24-25/25. | To Receive Declarations of Interest Cllr Toms declared an interest in matters pertaining to Cornwall Council, Looe Development Trust and Looe Harbour Commissioners. | |
| SAC/24-25/26. | Public Participation. To receive representation from members of the public in respect to the business on the agenda¹. A member of the public asked how the public can see | |

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| | <p>plans for the vets building and parking spaces adjacent to the library. Cllrs informed that details of the tender for the parking spaces adjacent to the library building would be at the Full Council meeting on Monday 25th November 2024. The vets building is currently in use and rented.</p> <p>The member of the public asked about opening times of the seafront toilets and could these be extended to meet the needs of the town and public. Cllrs informed the reasoning for the closure times, due to low usage, high incidence of vandalism and increased costs. The toilets were now on Winter opening hours. The Guildhall toilets which are located nearby remain open.</p> | |
| SAC/24-25/27. | <p>To Resolve to approve the Minutes of the previous meeting of the Services & Assets & Community Committee held on 7th October 2024.</p> <p>There were insufficient Councillors present who had attended the meeting held on 7th October 2024, so approval of the minutes will be carried forward to the Full Council meeting on Monday 25th November 2025.</p> | |
| SAC/24-25/28. | <p>To receive questions on a report from the Deputy Clerk.</p> <p>A report from the Deputy Clerk was circulated and noted.</p> <p>4. Flood Protection for Library Building. The Flood Barriers have been ordered and should be delivered around 11th December 2024.</p> <p>It was RESOLVED to approve the flood barrier installation quote.</p> <p>Proposed by Cllr Armand Toms and seconded by Cllr Jon Holmes. All in favour.</p> <p>5. Discussion ensued around the patient car park, the staff time in monitoring and the need to upgrade the current barrier. Contractors have been contacted to advise a solution.</p> <p>a) A report on progress of quotes for maintaining the Hannafore Beds (Appendix 2) was circulated and noted.</p> <p>Discussion ensued and it was RESOLVED to recommend to</p> | TC to recommend to |

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| | <p>Full Council to accept the quote received from the Casual Gardening Company.</p> <p>Proposed by Cllr Martin Gregory and seconded by Cllr Armand Toms. All in favour.</p> <p>CCTV upgrade – The Deputy Clerk will continue to investigate upgrading the Town CCTV and liaise with the Harbour Commission.</p> <p>Discussion ensued around tenders for the land adjacent to the Library.</p> <p>It was RESOLVED to recommend draft tender documentation be referred to Full Council for consideration.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Armand Toms. All in favour.</p> | <p>Full Council</p> <p>DC to contact Harbour Commission</p> <p>DC to collate for Full Council</p> |
| <p>SAC/24-25/29.</p> | <p>To receive an update report from the Responsible Financial Officer regarding charges at the Millpool and Seafront public conveniences and to resolve to make a recommendation to Full Council.</p> <p>A report from the Responsible Finance Officer regarding the charges at the Millpool and Seafront public conveniences was circulated and noted.</p> <p>Discussion ensued around the current income not meeting the rising running costs. Comparisons of charges in other areas were explored and the significant rise in usage of resident toilet cards.</p> <p>It was RESOLVED to recommend to Full Council that the charges be increased to 30 pence per entry into both the Seafront and Millpool toilets.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Martin Gregory. All in favour.</p> | <p>TC to recommend to Full Council</p> |
| <p>SAC/24-25/30.</p> | <p>Budget update 2025-26.</p> <p>To Consider a report form the Deputy Clerk and resolve to make a recommendation to Finance and Strategy on budget options for Hannafore Toilets.</p> | |

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| | <p>A report from the Deputy Clerk was circulated and noted.</p> <p>1. Hannafore Toilet Block Discussion ensued around the refurbishment of the Hannafore Toilets and a recent drain survey at the Guildhall toilet block highlighting required repairs. It was agreed that the priority for repairs needs to be the Guildhall and a light touch refurbishment of Hannafore completed this year.</p> <p>2. West Looe Toilets Roof Discussion ensued following the investigation of the leaking roof into the Store. It was agreed to clear the roof of chippings and debris and investigate the planning application of the neighbour.</p> | |
| SAC/24-25/31. | <p>To note correspondence received for information only.</p> <p>Correspondence was received from Cllr Amand Toms and Cllr Stephen Remington regarding a suggested memorial plinth possibly sited at Hannafore.</p> | DC to report at the next SAC meeting |
| SAC/24-25/32. | <p>Exclusion of members of the press and public – standing order 3d.</p> <p>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>None.</p> | |
| | Date of next meeting: Monday 13th January 2025 | |

The Meeting closed at 6:40pm

Signed

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