



## **LOOE TOWN COUNCIL**

### **MINUTES OF THE TOURISM AND AMENITIES COMMITTEE**

Held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe  
On Wednesday 20<sup>th</sup> February 2019 at 7.00pm

### **REPORT TO COUNCIL**

#### **PRESENT:**

Chairman – Cllr M Gregory  
Councillors T Crane, Mrs E Hannaford, P Penhaligan,  
Mrs B Richardson, M Smith and A Toms (ex officio)

#### **IN ATTENDANCE**

Amenities Manager – Mrs Laura Kellaway  
Mr C Clements  
Mr M Hutchings

		<b>ACTIONS</b>
75.	<b><u>APOLOGIES</u></b> Apologies for absence was received from Cllr Hendy.  <b><u>ABSENT</u></b> Cllr Mrs Powell.	
76.	<b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b> There were two members of the public present. <b><u>Mr Clements – Loading Bay Restrictions, Quay Road</u></b> Mr Clements outlined to the Committee his concern over the current length of time allowed for loading and unloading on a designated loading bay outside his premises and would like the times increased from 5 to 10 minutes for residents. He challenged the advice given by Cllr Mrs Hannaford at the Full Council meeting of 18 <sup>th</sup> February which Cllr Gregory confirmed a change to loading bay times <u>did not</u> require a Traffic Regulation Order (TRO) as was originally stated. He asked the Committee for their assistance by lobbying Cornwall Council for an amendment to their current loading bay times. Cllr Gregory advised that any amendment would have to be county-wide rather than local to Looe and would be unlikely to be approved. He declared an interest in this at this point as the Cornwall Council Civil Enforcement team who are	

<p>responsible for this are within the same unit as him at Cornwall Council. Cllr Crane took over the chair at this point for the remainder of the discussion and proposed that the Town Council undertake to lobby Cornwall Council to amend the loading bay timings from 5 to 10 minutes for residents and bring it in line with the waiting time for commercial vehicles seconded by Cllr Smith, it was:</p> <p><b><u>RESOLVED</u></b>  Unanimously to lobby Cornwall Council to amend the loading bay timings from 5 to 10 minutes for residents.  ----0000----</p> <p>Cllr Mrs Hannaford arrived at the meeting at 7.10pm.  ----0000----</p> <p>Cllr Mrs Hannaford advised that she had also asked the question of CC Highways to see if this could also be addressed by way of a TRO as the Council are currently putting together a TRO proposal and this could be amended at this stage to include time specific loading bays if necessary.  ----0000----</p> <p>Cllr Toms arrived at the meeting at 7.15pm.  ----0000----</p> <p><u>Mr Hutchings – Looe Land Train Proposal</u>  Mr Hutchings outlined his idea for a land train travelling through Looe to various stopping points at the Millpool car park, Seafront, West Looe and Hannaford operating from February Half Term to November each year as well as support local events such as Santa’s Arrival and Lantern Procession. His vision is that it could make Looe more accessible and would join up East and West Looe and provide a transport service for those with mobility concerns.  The Committee discussed this in great detail and asked for further clarification regarding the type of engine that would be used. Cllrs were concerned over the use of a diesel engine, preferring a greener alternative such as electric which Mr Hutchings advised is currently cost prohibitive to him. Cllr Mrs Hannaford advised there were potential EU grant funding still available that may assist. Concerns were also raised over the route along Fore Street with regard to both traffic and pedestrians as well as possible conflict along the narrow parts of Hannaford Road with Citybus.  The Committee were unanimous in their support for the project in principle but had major concerns which they felt would need to be addressed before they could fully endorse the project.  Mr Hutchings thanked the Committee for their feedback and ideas and that he would work with his Consultant to address the</p>	<p>Clerk to send letter to CC lobbying for amendment to loading bay timings</p>
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	concerns raised and would keep the Council updated on his progress.	
77.	<b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b> Cllr Toms declared an interest in any matter raised concerning Looe Harbour Commission, Looe Development Trust and Cornwall Council.	
78.	<b><u>TO RESOLVE TO APPROVE THE MINUTES OF THE TOURISM AND AMENITIES COMMITTEE MEETING OF 9<sup>th</sup> JANUARY 2019</u></b> Cllr Gregory proposed that the Minutes of the Meeting of 9 <sup>th</sup> January 2019 be approved, seconded by Cllr Crane it was: <b><u>RESOLVED</u></b> 4/3 (abstentions due to Cllrs not being present at the last meeting) to approve the Minutes of the Meeting of 9 <sup>th</sup> January 2019.	
79.	<b><u>MATTERS ARISING FROM THE TOURISM AND AMENITIES MEETING HELD ON 9<sup>th</sup> JANUARY 2019</u></b> <u>.1 Ref Min No 66 Lantern Procession Working Group</u> Cllr Gregory asked that this is added as an agenda item for discussion at the next meeting on 3 <sup>rd</sup> April 2019. <u>.2 Ref Min No 68.1 Parking and Bus Issues at Portuan Road</u> Mrs Kellaway advised CC Highways Manager was not keen on a 'No Buses' sign and felt that it would not be enforceable. The Committee felt that a sign would still encourage bus drivers not to use Portuan Road and wish to progress with purchase of a RA1 450mm sign and installation once the Bowling Club had been advised and permission obtained. <u>.3 Ref Min No 70 TRO Application Queries</u> The Committee discussed a suitable date for a site visit with Melanie Thomas of Cormac and it was agreed that Friday 1 <sup>st</sup> March at 9.00am was the most suitable. The Clerk was asked to confirm this date with Ms Thomas. <u>.4 Ref Min No 72 Amenities Manager Report</u> Mrs Kellaway advised that she was yet to liaise with Looe in Bloom over use of their vehicle but would make contact by the next meeting.	Clerk to add to agenda for next meeting  LK to look at purchase of sign  Looe Bowling Green to be consulted and permission sought  Clerk to confirm date with Melanie Thomas  LK to explore possibilities with Looe in Bloom
80.	<b><u>TO REVIEW TOURIST INFORMATION CENTRE PROFIT AND LOSS ACCOUNTS</u></b> The Committee reviewed the latest Profit and Loss Accounts for the Tourist Information Centre. It was noted that the revenue from the 2019 Looe Guide would start to be received in the next couple of months.	

81.	<p><b><u>TO DISCUSS AND APPROVE TIC 2019 OPENING DATE AND HOURS</u></b></p> <p>The Committee discussed the 2019 opening hours and date of the Tourist Information Centre. It was agreed unanimously to open from Monday 1<sup>st</sup> April, hours to be 10am – 3pm Monday to Saturday, manned by available staff (TIC, LTC or other staff).</p>	
82.	<p><b><u>TO DISCUSS AND APPROVE TIC EXISTING STOCK AND PURCHASE OF NEW STOCK</u></b></p> <p>The Committee discussed the purchase of future stock and it was unanimously agreed that the TIC is to concentrate on stock of Maps and Books only. All other stock should continue to be at full retail price but no stock re-orders are to be placed.</p>	
83.	<p><b><u>TO DISCUSS AND APPROVE CC POP UP SITE USE OF MILLPOOL GRASSED AREA FOR SUMMER 2019</u></b></p> <p>The Committee discussed the proposal from Body Bounce to undertake the CC pop up site for summer 2019. While the Committee were fully in support of the continuation of this business venture, they would like Body Bounce to address the 2 main concerns they have; to make good the worn away grass by re-turfing or re-seeding at the end of the summer season, and to provide additional litter bins and regularly maintain a litter free area around the grassed area and Mill pond. The Clerk was asked to respond to Body Bounce with these concerns.</p>	<p>Clerk to write to Bodybounce outlining support and concerns raised</p>
84.	<p><b><u>TO DISCUSS CORNWALL COUNCIL MAINTENANCE PARTNERSHIP INVITATION 2019</u></b></p> <p>The Committee discussed the documentation received from CC regarding maintenance of SWCP and CC footpaths by way of a maintenance partnership agreement. The Committee were unanimous in their opinion that it would be too much for the Town Council to take on at the current time in addition to existing Devolution packages already in progress. The Committee committed to review this in 12 months' time.</p>	<p>No further action required</p>
85.	<p><b><u>TO DISCUSS SEAGULL ISSUES RAISED FROM TOWN CO-OPERATION MEETING OF 22<sup>nd</sup> JANUARY 2019</u></b></p> <p>Cllr Toms advised the Committee of the Cooperation meeting that took place in January and that East Looe Town Trust wish to undertake the production of information leaflets to inform the public about prevention of seagull attacks by not feeding them. The Committee felt that an information leaflet might not address the issue but Cllr Mrs Hannaford offered to look at the leaflet once ELTT had produced a draft. In addition, she advised that the new bin collection initiative being introduced in 2020 would assist in helping to stop the food source.</p>	<p>Clerk to contact ELTT re production and proofing of leaflet</p>

86.	<p><b><u>TO DISCUSS POTENTIAL MILLPOOL CAR PARK LEVY</u></b>  Cllr Mrs Hannaford outlined the proposal to place a small levy of 20p on 3hr, 4hr and all-day car park charges at the Millpool car park during the summer period which would be revenue for the Town Council rather than to Cornwall Council. The idea is already in operation by Bude and Boscastle councils. The revenue must be used to enhance the area around the car park in question and so this could be the public conveniences or library in the Millpool. There followed some debate on whether the Town Council had a legal duty to publicly consult on the idea and the Clerk was asked to look into this. The Committee asked that all Councillors be emailed as soon as this information is available and provided with Cllr Mrs Hannaford's 'ready reckoner' of revenue in order that an email vote of Full Council may be taken on the proposal.</p>	<p>Clerk to check if legal duty to publicly consult</p> <p>Clerk to email EH's 'ready reckoner' to Full Council</p>
87.	<p><b><u>CORRESPONDENCE</u></b>  No correspondence had been received.</p>	
88.	<p><b><u>TO REVIEW THE REPORT FROM THE AMENITIES MANAGER</u></b>  The Committee reviewed Mrs Kellaway's report (as attached). There were no issues raised from the report.</p>	
89.	<p><b><u>TO DISCUSS MATTERS REFERRED FROM OTHER COMMITTEES</u></b>  There were no matters referred.</p>	
90.	<p><b><u>MATTER FOR FURTHER DISCUSSION AS DETERMINED URGENT BY THE CHAIRMAN</u></b>  <u>.1 Seagull Control 2019 – approval of cost and advert</u>  Mrs Kellaway advised that the contractor's rate for Seagull control had not been increased and was the same as 2018. The Committee were happy for this service to continue to be provided in 2019 with the existing contractor. Cllr Gregory proposed that the quote supplied by Ray Skelly of Kernow Aerials be approved, seconded by Cllr Crane, it was:  <b><u>RESOLVED</u></b>  Unanimously to approve the 2019 Seagull control and the quote supplied by Ray Skelly, Kernow Aerials.  Mrs Kellaway provided a draft of the advert for the Cornish Times. This was discussed and some minor amendments suggested. The Committee were happy for the advert to be placed in the Cornish Times and publicly circulated subject to the required amendments.  <u>.2 Plastics Free Looe</u>  Cllr Gregory advised that there was some specific wording required by the Plastic Free Looe initiative in order for it to be formally adopted. The Committee agreed that this should be referred to the next Full Council meeting with the exact wording required having been provided by Amelia Bridges.</p>	<p>LK to amend advert and send to Cornish Times for publication</p> <p>Clerk to obtain exact wording and refer to next Full Council meeting for discussion</p>

	<p><u>.3 Paper free Tourism and Amenities Meeting</u>  Cllr Mrs Hannaford and Cllr Gregory commented that the Tourism and Amenities meeting should try to be paper free in the future where possible, certainly when the Council offices move to the new premises in the Millpool Library. It was agreed unanimously for the Tourism and Amenities meeting to be paper free where possible.</p> <p><u>.4 Possible revamp of Mariners Garden</u>  Cllr Penhaligan advised that he had been contacted by Nicola Butcher who had offered some ideas for revamping the Mariners Garden into a sensory garden. An informal meeting and walk around of the area has been arranged for Thursday 7<sup>th</sup> March at 3pm with Cllrs Penhaligan and Toms and the Amenities Manager.</p>	<p>LK to look to paper free future meetings</p>
<p>91.</p>	<p><b><u>TO MOVE THE MEETING TO PART TWO</u></b>  Cllr Gregory proposed that the Meeting now move to Part Two to discuss Weed spraying quotes for 2019, seconded by Cllr Mrs Hannaford it was:  <b><u>RESOLVED</u></b>  Unanimously to move the Meeting to Part Two.</p> <p>Mr Clements and Mr Hutchings thanked the Committee and left the meeting at this point.</p>	