

**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Services and Asset Management Committee

Held by Zoom

On Tuesday 15th February 2021 at 6.00pm

PRESENT: Chairman: Councillor Simon Barker (SB)
Councillors Edwina Hannaford (EH), Lillian Harrison (LH),
Martin Gregory, Viv Sullivan and James Lundy (JL)

IN ATTENDANCE: Councillors Armand Toms (AT)
Mel Colton-Dyer – Commercial Strategy Director and Town Clerk (CSD)

Open Forum - Welcome

	Welcome	ACTIONS
37	Apologies for absence Apologies were received from Cllrs Powell and Rose. Cllr Jones was absent.	
38	Declarations of Interest Cllr Hannaford – Cornwall Council.	
39	Questions from members of the public Cllr Toms was co-opted onto the Committee for the duration of the meeting. Proposed by Cllr Barker and seconded by Cllr Harrison. All in favour	
40	To Resolve to approve the Minutes of the Meeting held on 15th December 2020 It was resolved to approve the minutes as read. Proposed by Cllr Barker seconded by Cllr Gregory. All in favour.	

<p>41</p>	<p>To Receive an update on progress of actions from the Minutes of the Meeting held on 15th December 2020</p> <p>Bonson Close – Sharon Bundy has not yet drafted the letter as agreed. Cllr Hannaford will find out who Ms Bundy’s line manager is and try to resolve this matter. A letter will be written from the Council regarding the survey with a request that action be taken and the survey be completed before the election period commences on the 25th March.</p> <p>Priority list – to be updated and circulated after this meeting.</p> <p>Guildhall toilets – to be added to next agenda as an update.</p>	<p>DC to write letter to Ms Bundy</p> <p>CSD/DC</p> <p>DC</p>
<p>42</p>	<p>To Discuss the Proposal to ring-fence reserves for Asset Maintenance</p> <p>The Chair highlighted the potential assets where the Council would require to ringfence monies for maintenance and repair. This included toilets, CCTV, stores, equipment (office and PC’s), TRO’s, Double glazing, future devolved and built properties.</p> <p>CSD highlighted the war memorial – CSD/DC to investigate who actually owns/is responsible for it.</p> <p>Cllr Gregory highlighted that general, ongoing maintenance would be needed alongside projects e.g., refurbishments of the toilets, waterless urinals, etc.</p> <p>Cllr Toms left the meeting.</p> <p>Cllr Hannaford summarised that she felt there were 3 main areas:</p> <ul style="list-style-type: none"> • General maintenance (revenue projects) • Improving and upgrading of assets (capital projects). • Future projects and plans. <p>It was decided that the list of assets was comprehensive, and that Cllr Barker would discuss at the finance committee and with officers and report back to this committee. Cllr Hannaford agreed but stated that she felt some priority framework needed to be in place. It was agreed by the Committee that the first priority would be to look at our existing assets as the first priority.</p>	<p>DC/CSD</p> <p>SB to collate and action</p>
<p>43</p>	<p>To Discuss Proposal for Water Refill Unit in Looe</p> <p>The Council discussed the best location for the water point offered by a marine conservation charity.</p> <p>It was resolved to accept and propose it be situated at Pennylands</p>	

	by the West Looe toilets but to also ask if it would be possible to have a second. Proposed by Cllr Barker seconded by Cllr Lundy. All in favour	CSD to contact
44	To Discuss Seagull Control Licence Application for 2021 The Council will be submitting a Gull control order again this year which will come with a cost of £3,000 if successful. It was resolved that the Council charge £20 per private household to assist with cost recovery for this service if successful. Proposed by Cllr Hannaford, seconded by Cllr Harrison. A vote was taken. Cllr Gregory against, Cllrs Barker, Hannaford, Lundy, Sullivan and Harrison in favour.	DC/CDS/RFO to implement
45	To Discuss SWCP 2021-22 Maintenance Partnership The Council resolved that the officer team investigate costs as this may create an opportunity for a local business and has not been investigated for 8 years. Cllr Hannaford proposed. Cllr Barker seconded. All in favour. Cllr Hannaford left the meeting with apologies.	DC to investigate and add to next agenda
46	To Discuss CCTV workstation replacement It was resolved to approve the purchase of a new CCTV workstation. Cllr Barker proposed, Cllr Lundy seconded. All in favour.	DC to action
47	Other urgent business as determined by the Chairman (for information only) None	
48	Exclusion of members of the press and public 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 No matters were discussed	
49	Date of next meeting: Monday 15 th March 2021	

The Meeting closed at 7.05 pm.

Signed.....

Date.....