

**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Services and Asset Management Committee

Held by Zoom

On Monday 19th April 2021 at 6.00pm

PRESENT: Chairman: Councillor Simon Barker (SB)
Councillors: Martin Gregory (MG), Edwina Hannaford (EH)
and James Lundy (JL)

IN ATTENDANCE: Councillors Jimmy Dingle (JD) and Armand Toms (AT)
Laura Kellaway – Deputy Clerk (DC)
Trevor Pond – Cleaning and Maintenance Supervisor (TP)

Open Forum - Welcome

	Welcome	ACTIONS
50	Apologies for absence Apologies were received from Cllrs Powell and Sullivan and Mel Colton-Dyer. Cllr Hannaford gave apologies as was unable to join the start of the meeting.	
51	Declarations of Interest None.	
52	Questions from members of the public None present. Cllrs Dingle and Toms attended as members of the public.	
53	To Resolve to approve the Minutes of the Meeting held on 15th February 2021 It was resolved to approve the minutes as read. Proposed by Cllr Lundy seconded by Cllr Gregory. All in favour.	

<p>54</p>	<p>To Receive an update on progress of actions from the Minutes of the Meeting held on 15th February 2021</p> <p>Bonson Close – DC advised that a residents’ survey had been sent out by Cornwall Council on this matter but had no further details on timescales or responses.</p> <p>War memorial – DC advised that CC had undertaken a Land Registry search and the land on which the memorial sits is owned by LHC. CSD has written to LHC to ask if they would allow LTC to take formal ownership of the memorial but is not aware of any response from them as yet.</p> <p>Ring-fence reserves for Asset Maintenance - SB has not yet been able to look at this and asked for this to be added to the agenda for the next meeting.</p> <p>Water Refill Unit in Looe – TP advised that the Pennyland location had been visited by the water company but that they were also interested in a location near to our PC water meter at Hannaford, next to the Coastguard station. CSD has contacted CC to seek permission for a water station to be sited on their grassed verge.</p> <p style="text-align: center;">----</p> <p>Cllr Hannaford joined the meeting at 6.15pm.</p> <p style="text-align: center;">----</p> <p>Gull Control Licence Application – DC advised that LTC have received a high number of negative comments in response to a general social media post advising our application had been unsuccessful regarding this plus an FOI request. The Committee felt that we should continue to collect evidence from residents during this year to identify what problems and issues are being encountered by them and then liaise with Natural England over best practices going forward, if any are available.</p>	<p>CSD to update re maintenance/ memorial ownership for next meeting</p> <p>To be added to next meeting agenda</p> <p>CSD to confirm permission/locations</p> <p>Officer team to continue to collect residents data and liaise with NE</p>
<p>55</p>	<p>To Discuss Proposal for a Land Train</p> <p>Mr Hutchings was invited to attend this meeting but felt that there had been no further progress to report since his last meeting with Councillors, and that the project was now stalled indefinitely.</p>	
<p>56</p>	<p>To Discuss Guildhall Toilets and update on works required</p> <p>TP advised that he and CSD had met with Nick Clowes, builder and Tim Deakin to look at works needed on Guildhall toilets and was awaiting the quote for CSD to pass to our insurers. DC advised she would chase up the quote.</p>	<p>DC to chase Tim Deakin for quote</p>
<p>57</p>	<p>To Discuss Campervan overnight parking concerns at Hannaford and way forward</p> <p>EH updated the Committee regarding a recent meeting with CC Highways and Enforcement to discuss potential options to resolve the issue of overnight parking of campervans at Hannaford. Whilst it was reiterated</p>	

	<p>that LTC are not against campervan parking per say, there have been concerns raised by residents who have witnessed incidents of portaloos being emptied on grass verges and down the drains, which flow straight into the sea and potentially harmful to marine life. Any option would involve a TRO to change the parking restrictions on parts of Marine Drive to be motor vehicle only zones between specified hours which CC could then enforce. The Committee agreed that this would require a detailed discussion at Full Council due to cost implications in the region of £10K and the requirement for public consultations. This would not be implemented this year. TP was asked to undertake an observation on the number of campervans parked in the area early each morning when the Hannafore toilets were being opened, in order to gauge how frequently overnight stays are happening.</p> <p>Councillors also considered if a provision at Millpool for campervans staying overnight should be investigated to ascertain if feasible - for example portaloos waste disposal provision - if restrictions at Hannafore are implemented in the future.</p>	<p>TP to keep note of campervan numbers and photos</p>
58	<p>To Discuss Millpool toilets charging</p> <p>The Committee discussed potential charging mechanism options but asked that counters be installed in the toilet entrances to monitor the footfall over the summer. Once data is collected, the Committee can then reconsider charging mechanisms. Any future project on this should also include CIOs and CICs involvement where the public toilets are supplementing businesses/cafes/restaurants lack of own facilities.</p>	<p>TP to install counters in Millpool toilets and monitor numbers over the summer</p>
59	<p>To Review Priority List for SAM committee</p> <p>The Committee asked that analysis of toilet charging mechanisms, toilet refurbishments, gull data collection, mesh wifi and Hannafore campervan data collection are all added to the priority list. It was also suggested that the ranking of priorities are changed to include dates.</p> <p>MG suggested that the new Chair of SAM committee put time aside at start of new council year to liaise with officers and discuss priorities before bringing back to a future Committee meeting for discussion with Committee members. All in favour.</p> <p>EH asked if it was better to wait until there was a full complement of Councillors and then have the planned visioning meetings where priorities could then be decided. MG asked if CSD could advise when Councillor co-options could take place and adverts placed.</p>	<p>DC to amend priority list</p> <p>New Committee chair to liaise with officers to discuss priorities for future SAM meeting</p> <p>CSD to advise</p>
60	<p>To Discuss Officer admin for future SAM Committee meetings</p> <p>DC explained that she would like to pass the minute taking element of future SAM committee meetings to the Admin Officer who could type up from Zoom recordings. This would enable the DC to be more fully participant in future meetings. Proposed by Cllr Gregory and seconded by Cllr Lundy, all in favour.</p>	

61	<p>Other urgent business as determined by the Chairman (for information only) None</p>	
62	<p>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</p> <p>SWCP 2021-22 Maintenance Partnership – DC advised that she was in receipt of the quote requested from Feb '21 Committee meeting. It was explained that only the land within the parish was quoted for and this equated to 1km and so would receive the full grant money available from CC. Councillors queried if the CC grant would be index linked in line with inflation or be static as clearance costs would inevitably rise over time. It was also queried if LTC was committed to this year on year or indefinitely should LTC decide to undertake for this year. DC was asked to clarify these with CC before any decision can be made, meaning that Cormac would need to undertake the May cut. Discussions then followed regarding grass cutting in general and a suggestion that LTC may wish to pay local contractors to undertake what Cormac do. The Committee asked that this was added to the priority list and discussed further at the next Committee meeting.</p>	<p>DC to liaise with CC and report back to next meeting</p> <p>Items to be added to priority list.</p>
63	<p>Date of next meeting:</p> <p>Tuesday 25th May 2021</p>	

The Meeting closed at 7.15pm.

Signed

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