



MINUTES OF THE FULL COUNCIL MEETING

held in the Council Chamber, The Guildhall, Fore Street, East Looe
on Monday 21st May 2018 at 7.00pm

PRESENT

Chairman – Councillor A Toms

COUNCILLORS

D J Bryan
T Crane
J Dingle
M Gregory
R Hendy
J Lundy

Mrs M Powell
Mrs B Richardson
C Rose
M Smith
Mrs V Sullivan

OFFICERS

Mrs A Frith – Town Clerk

IN ATTENDANCE

Mr D Harvey
Mrs S Hill
Mrs F Falconer

There were no prayers given.

2.	<p><u>TO RECEIVED QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></p> <p><u>The Mayor received questions from the floor.</u></p> <p>.1 <u>Mrs Susan Hill – Looe Library</u></p> <p>Mrs Hill had submitted questions to the Clerk and a copy of the replies had been provided for Mrs Hill and all Councillors regarding the Devolution discussions between Looe Town Council and Cornwall Council. (See attached Appendix “A”). Various concerns raised by Mrs Hill were answered and it was explained that Looe Town Council has not yet made a decision, later in this Meeting the submission of a Business Plan to be submitted to Cornwall is for approval, this means that, once accepted by Cornwall Council, we will have access to the finer financial information. The decision will be made after a public consultation is held.</p> <p>Mrs Hill supplied a copy of Delivering local solutions for</p>	
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	<p>public library services provided by the Local Government Association for Councillors information, Cllr Toms agreed to circulate this document to all Councillors.</p> <p>Mrs Hill thanked the Mayor and all Members of the public then left the meeting.</p>	
3.	<p><u>APOLOGIES</u></p> <p>Apologies were also received from Cllrs Mrs Hannaford, D Welch and T Stacey, Looe Community Academy and from a Representative of Devon & Cornwall Police.</p>	
4.	<p><u>TO APPROVE THE MINUTES OF THE FULL COUNCIL MEETINGS OF 26TH MARCH 2018, THE ANNUAL MEETING OF 14TH MAY 2018 AND THE TOWN MEETING OF 14TH MAY 2018</u></p> <p><u>.1 Minutes of the Meeting of 26th March 2018</u> Cllr Toms proposed that the Minutes of the Full Council Meeting of 26th March 2018 be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u> Unanimously to approve the Minutes of the Full Council Meeting of 26th March 2018.</p> <p><u>.2 Annual Meeting of 14th May 2018</u> Cllr Toms proposed that the Minutes of the Annual Meeting of 14th May 2018 be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u> Unanimously to approve the Minutes of the Annual Meeting of 14th May 2018.</p> <p><u>.3 Minutes of the Town Meeting of 14th May 2018</u> Cllr Toms proposed that the Minutes of the Town Meeting of 14th May 2018 be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u> Unanimously to approve the Minutes of the Town Meeting of 14th May 2018.</p>	
5.	<p><u>TO RECEIVE DECLARATIONS OF INTEREST</u></p> <p>Cllr Toms declared an interest in any matter raised concerning Looe Harbour Commission, Looe Development Trust and Cornwall Council.</p> <p>Cllrs Hendy and Rose declared an interest in any matter raised concerning East Looe Town Trust.</p> <p>Cllr Dingle declared an interest in any matter raised concerning West Looe Town Trust.</p>	
6.	<p><u>MAYOR'S ANNOUNCEMENTS</u></p> <p>See combined Report from the Cornwall Councillor for East Looe (as attached Appendix "B"). The Mayor also informed that Civic Sunday will take place in September 2018 so that there is no clash with other Councils.</p>	

7.	<p><u>TO RECEIVE A REPORT FROM A REPRESENTATIVE OF THE POLICE FOR LOOE</u> A report had been received and circulated. Concerns regarding the latest crime figures (as attached Appendix "C") and Cllr Toms requested permission to write to the Police Chief Superintendent, this was unanimously given.</p>	
8.	<p><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR EAST LOOE</u> See attached Appendix "B".</p>	
9.	<p><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR WEST LOOE</u> Cllr Mrs Hannaford had submitted her report as attached Appendix "D". Cllr Crane raised concerns regarding the resurfacing and relining of Hannaford Road, Cllr Toms will clarify this with Cllr Hannaford.</p>	AT to contact EH
10.	<p><u>TO RECEIVE A REPORT FROM THE REPRESENTATIVE FOR LOOE COMMUNITY ACADEMY</u> See attached Appendix "E".</p>	
11.	<p><u>MATTERS ARISING FROM THE MINUTES OF THE LAST FULL COUNCIL MEETINGS</u> There were no matters raised.</p>	
12.	<p><u>CORRESPONDENCE</u> .1 <u>Royal British Legion</u> A letter of thanks for the recent donation had been received and read out to Council. .2 <u>Looe Harbour Commission</u> A letter had been received informing when the defibrillators are due to be fitted and thanking the Council for the financial contribution. Cllr Toms informed Council that ours will be placed at the Railway Station and on the wall outside Rivercroft, Station Road.</p>	
13.	<p><u>MATTERS REFERRED FROM OTHER COMMITTEES</u> .1 <u>Devolution Working Group – Business Plan for Devolution</u> Cllr Toms again explained that submission of this Business Case to Cornwall Council does not commit the Council to anything, it is a process we have to follow to enable further financial information to be given to enable a decision to be made at a Full Council Meeting. Cllr Mrs Powell proposed that submission of the Business Plan to Cornwall be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u></p>	

	<p>Unanimously to approve submission the Business Plan to Cornwall Council.</p> <p>Cllr Crane stated that we must be completely transparent and state exactly what we are doing.</p> <p><u>.2 Finance & General Purposes Committee – EPOS System for the Tourist Information Centre</u></p> <p>Cllr Hendy explained the reasoning behind the Recommendation to purchase an EPOS system for the TIC, this is partly based on the number of other businesses in the town using the same system and that there is local back up and training for the system. He also pointed out that the system will reduce the amount of work carried out by the TIC staff and back office staff. It will also keep tighter control of the TIC finances and stock.</p> <p>Cllr Mrs Powell proposed that the EPOS system be purchased, seconded by Cllr Hendy.</p> <p>Cllr Dingle stated that, in his view, we do not need this system at this time, we should wait until we have determined the future of the TIC, it is too much cost for the TIC at the moment.</p> <p>Cllr Dingle proposed an Amendment that the purchase be deferred until the future of the TIC is determined, seconded by Cllr Crane.</p> <p>A vote was taken on the Amendment first and the Amendment was:</p> <p><u>LOST</u></p> <p>With a vote of 4/8 against</p> <p>A vote was then taken on the Proposal made by Cllr Mrs Powell to purchase an EPOS system which had been seconded by Cllr Hendy and it was:</p> <p><u>RESOLVED</u></p> <p>With a vote of 8/4 against (Cllr Dingle being one against) to purchase the EPOS system at a cost of £2715 ex VAT.</p>	
14.	<p><u>TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES OF SUB-COMMITTEES, WORKING PARTIES AND OUTSIDE ORGANISATIONS INCLUDING THE NEIGHBOURHOOD PLAN</u></p> <p><u>.1 Neighbourhood Plan</u></p> <p>Cllr Toms reported that Mr Greg Spence, currently Chairman of the Steering Group, is unfortunately leaving to move to Wiltshire and he asked Councillors permission to write to Mr Spence thanking him for all his hard work with the Steering Group, this was unanimously given.</p> <p>Cllr Lundy informed that there is a Meeting of the Steering Group arranged for 29th May 2018 and hopefully we can get the momentum going again. Cllr Toms stated that we need a public consultation to show people what work has been done, especially by Cllr Lundy on the Housing Group.</p>	

15.	<p><u>TO RECEIVE AN UPDATE ON THE REPAIRS TO THE MARINERS GARDEN WALL</u></p> <p>Cllr Toms reported that the work is being finished off now, paving and tarmac is being laid and the fence will be replaced shortly.</p> <p>Cllr Dingle suggested that the options for useable space in the garden be discussed at the next Full Council Meeting.</p> <p>Cllr Crane stated that he is very unhappy at the length of time this work has taken, we put our faith in the Project Manager and it has been a failure, these comments were endorsed by Cllr Gregory.</p>	
16.	<p><u>TO DISCUSS A QUESTION RECEIVED FROM CLLR DINGLE</u></p> <p>Cllr Toms explained that a question had been raised by Cllr Dingle regarding the work of the Council.</p> <p>Cllr Dingle explained that he would like a Review of the Council undertaken by Councillors, similar to that of the Rolley Report of 2014. He considers that this Council is taking on more and more work with Devolution etc which is creating extra Working Groups.</p> <p>There followed a lot of discussion and Councillors agreed that, especially with the new GDPR rules coming in on 25th May 2018, the workload is increasing.</p> <p>Cllr Rose stated that the Chairman of the Finance & General Purposes Committee had undertaken a lot of work on finances and policies etc and whilst no-one is indispensable, Cllr Hendy is the nearest thing to it. He also encouraged all Councillors to read the circulated information from the Information Commissioners Office regarding GDPR as this is very important.</p> <p>Cllr Rose proposed that the Finance & General Purposes Committee be split up, i.e create a new Committee for General Purposes, seconded by Cllr Bryan it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to split the Finance and General Purposes Committee.</p> <p>Cllr Dingle agreed to defer his request for a Review until we see how the new Committee works.</p> <p>Cllr Hendy asked if Members of the Public could be co-opted to the new Committee as he considers the Membership of the new Committee should not be the same as the Finance Committee. He also stated that a Staffing Review should be undertaken.</p>	
17.	<p><u>TO APPOINT AN INTERIM DATA PROTECTION OFFICER</u></p> <p>Cllr Toms proposed that the Clerk be appointed Interim Data Protection Officer, seconded by Cllr Gregory it was:</p> <p><u>RESOLVED</u></p>	

	Unanimously to appoint the Clerk as Interim Data Protection Officer.	
18.	<p><u>TO APPROVE THE ANNUAL GOVERNANCE STATEMENT FOR 2017/18 (SECTION 1 OF THE ANNUAL RETURN)</u></p> <p>Cllr Rose proposed that the Annual Governance Statement be approved, seconded by Cllr Hendy it was: <u>RESOLVED</u></p> <p>Unanimously to approve the Annual Governance Statement for 2017/18.</p>	
19.	<p><u>TO APPROVE THE ACCOUNTS STATEMENT FOR 2017/18 (SECTION 2 OF THE ANNUAL RETURN)</u></p> <p>Cllr Toms proposed that the Annual Accounts Statement be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u></p> <p>Unanimously to approve the Annual Accounts Statement.</p>	
20.	<p><u>TO APPROVE THE STATEMENT OF INTERNAL CONTROL 2017/18</u></p> <p>Cllr Toms proposed that the Statement of Internal Control as circulated be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u></p> <p>Unanimously to approve to approve the Statement of Internal Control 2017/18 (see attached Appendix "F").</p>	
21.	<p><u>TO RE-ADOPT THE GENERAL POWER OF COMPETENCE</u></p> <p>Cllr Toms proposed that the General Power of Competence be re-adopted, seconded by Cllr Gregory it was: <u>RESOLVED</u></p> <p>Unanimously to re-adopt the General Power of Competence.</p>	
22.	<p><u>TO RATIFY THE ACCOUNTS FOR PAYMENT AS LISTED FOR MARCH AND APRIL 2018</u></p> <p>.1 <u>Accounts for Payment for March 2018</u> Cllr Toms proposed that the Accounts for payment for March 2018 as listed be approved, seconded by Cllr Gregory it was: <u>RESOLVED</u></p> <p>Unanimously to approve the Accounts for payment as listed for March 2018.</p> <p>.2 <u>Accounts for Payment for April 2018</u> Cllr Gregory declared a Prejudicial Interest. Cllr Toms proposed that the Accounts for Payment as listed for April 2018 be approved, seconded by Cllr Bryan it was: <u>RESOLVED</u></p> <p>With a vote of 11/1 abstention to approve the Accounts</p>	

	for Payment as listed for April 2018.	
23.	<p><u>TO APPROVE PAYMENT OF THE SECOND INTERIM FROM JLA FOR PROJECT MANAGEMENT</u></p> <p>An invoice for a second interim payment for Project Management of the repairs to the Mariners Garden wall amounting to £2,933.88 inc VAT had been received. The Council discussed this and reservations were raised regarding the level of Project Management and the major over-run of the works.</p> <p>Cllr Rose proposed that payment be deferred subject to taking legal advice, seconded by Cllr Toms it was:</p> <p><u>RESOLVED</u></p> <p>Unanimously to defer payment until legal advice has been sought.</p>	
24.	<p><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN.</u></p> <p>.1 <u>Looe Marine Conservation Group</u></p> <p>A letter had been received asking for Council's support to the "Throw jelly not balloons" campaign that the Group are organising with the aim of reducing the amount of plastics in the sea, especially during the Raft Race. Cllr Hendy offered his support for the campaign and reported that East Looe Town Trust had received a similar letter, the Trust have given their support providing it does not compromise the bathing water quality. Cllr Rose stated that this fits in with the Plastics Free campaign and proposed that support be given but the bathing water quality must not be affected, seconded by Cllr Hendy it was Unanimously agreed.</p> <p>The Meeting closed at 8.40pm.</p>	

Signed

Date