



**MINUTES OF THE FULL COUNCIL MEETING**

held in the Council Chamber, The Guildhall, East Looe  
on Monday 29<sup>th</sup> June 2015 at 7.00pm

**PRESENT**

Chairman – Councillor A Toms

**COUNCILLORS**

Miss K Bishop                      Mrs E Hannaford  
D J Bryan                              R Hendy  
T Crane                                C Rose  
P Crossley                            M Soady  
J R B Dingle                         T Stacey  
M Gregory                             D Welch  
Mrs E Grahame Jones – arrived at 8.05pm

**OFFICERS**

Town Clerk - Mrs Anne Frith

**IN ATTENDANCE**

Rev P Sharp – Mayor’s Chaplain  
Sgt J Williams – Police Representative  
Mrs Laura Kellaway  
Mr & Mrs Richardson  
Various Members of the Public  
Mr H Hedderley, Mrs C Spooner and Mr L Ternan – Looe Allotments

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Rev Sharp gave Prayers.

Cllr Bryan (as 2014/15 Mayor) made his presentation of Citizen of the Year to Mrs Vicky Richardson and thanked her for all the hard work she does for the community

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| <b>22.</b> | <b><u>APOLOGIES</u></b><br>Apologies were received from the Looe Academy Representative.<br><b><u>ABSENT</u></b><br>Cllr Mrs M Powell. | <b><u>ACTIONS</u></b> |
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| 23. | <p><b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b></p> <p>.1 <u>Mr Hedderley – Looe Allotments</u><br/> A statement had been issued and circulated by Mr Hedderley regarding the progress of the allotment site. Mr Hedderley stated that the issue holding up the process is the car parking at the top end of the site to cater for disabled and elderly plot holders, he stated that this car park is crucial and if it cannot be provided the Allotment Association will pull out of the deal, he maintained that they did not ask for, or want, the car park at the entrance to the site.</p> <p>Mrs Spooner informed that she had been at one of the meetings with the Glebe and the widening of the track and provision of this smaller car park had been agreed, she asked that this be clarified.</p> <p>Cllr Toms agreed to take up these issues with the Glebe to clarify and find a resolution as soon as possible.</p> | Cllr Toms to contact the Glebe solicitors. |
| 24. | <p><b><u>TO APPROVE THE MINUTES OF THE LAST FULL COUNCIL MEETINGS OF 18<sup>th</sup> MAY 2015 AND THE SPECIAL CLOSED FULL COUNCIL MEETING OF 21<sup>ST</sup> MAY 2015</u></b></p> <p>.1 <u>Minutes of the Full Council Meeting of 18<sup>TH</sup> May 2015</u><br/> Cllr Gregory proposed that the Minutes of the Full Council Meeting of 18<sup>th</sup> May 2015 be approved, seconded by Cllr Bryan it was:<br/> <b><u>RESOLVED</u></b><br/> Unanimously to approve the Minutes of the Meeting of 18<sup>th</sup> May 2015.</p> <p>.2 <u>Minutes of the Special Closed Full Council Meeting of 21<sup>st</sup> May 2015</u><br/> Cllr Rose proposed that the Minutes of the Special Closed Full Council Meeting of 21<sup>st</sup> May 2015 be approved, seconded by Cllr Crane it was:<br/> <b><u>RESOLVED</u></b><br/> Unanimously to approve the Minutes of the Meeting of 21<sup>st</sup> May 2015.</p>  |  |
| 25. | <p><b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b></p> <p>Cllr Dingle declared an interest in any matter raised concerning East Looe Town Trust and West Looe Trust.</p> <p>Cllr Hendy declared an interest in any matter raised concerning East Looe Town Trust.</p> <p>Cllr Mrs Hannaford declared an interest in any matter raised concerning Cornwall Council.</p> <p>Cllr Toms declared an interest in any matter raised concerning Cornwall Council, Looe Harbour Commission and Looe Development Trust.</p>  |  |
| 26. | <p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>See attached Appendix "A".</p>  |  |

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| 27. | <p><b><u>TO RECEIVE A REPORT FROM A REPRESENTATIVE OF DEVON &amp; CORNWALL CONSTABULARY RESOLVED</u></b></p> <p>Sgt Williams gave her report as attached Appendix “B”. Cllr Crane suggested that perhaps it might be time for the premises concerned with the drugs to have security on the door, Sgt Williams responded that it almost time for that but not quite.</p> <p>Cllr Toms proposed that a card be sent to Pat Libby on his retirement, seconded by Cllr Miss Bishop it was unanimously agreed.</p>   |  |
| 28. | <p><b><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR EAST LOOE</u></b></p> <p>Cllr Toms’ report had been tabled (as attached). There were no questions.</p>   |  |
| 29. | <p><b><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR WEST LOOE</u></b></p> <p>Cllr Mrs Hannaford’s report had been tabled (as attached). There were no questions.</p>   |  |
| 30. | <p><b><u>TO RECEIVE FROM THE REPRESENTATIVE OF LOOE COMMUNITY ACADEMY</u></b></p> <p>There was no report given as the Representative has now left the Academy. A new Representative will be elected in September.</p>  |  |
| 31. | <p><b><u>TO DISPOSE OF ANY BUSINESS OUTSTANDING FROM THE LAST MEETINGS AND RECOMMENDATIONS TO COUNCIL</u></b></p> <p>There were no matters raised.</p>   |  |
| 32. | <p><b><u>CORRESPONDENCE</u></b></p> <p>There had been no correspondence received.</p>  |  |
| 33. | <p><b><u>TO RECEIVE AND CONSIDER THE MINUTES OF THE COMMITTEES</u></b></p> <p><u>11a – Planning Meeting &amp; Public Consultation Committee</u></p> <p>Cllr Mrs Hannaford gave the report of the meetings of 26<sup>th</sup> May and 23<sup>rd</sup> June 2015 and proposed that the Minutes of the both Meetings be approved, seconded by Cllr Stacey it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to approve the Minutes of the Meetings of 26<sup>th</sup> May and 23<sup>rd</sup> June 2015.</p> <p>Cllr Toms informed that the Council already has a laptop and projector and has ordered a screen in readiness for viewing planning applications online during the meetings as hard copies of plans will no longer be supplied. This will be trialled at the next meeting.</p> |  |

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|            | <p>Cllr Crane stated that the length of time taken reading out all objections was too long especially as they can be accessed online before the meeting.</p> <p><u>11b – Finance &amp; General Purposes Committee</u></p> <p>Cllr Hendy gave his reports of the Meetings of 19<sup>th</sup> May and 15<sup>th</sup> June 2015 as attached.</p> <p><b>Cllr Hendy made several proposals as follows:</b></p> <p>.1 Each Committee has Delegated Authority to spend up to £2000 provided it has been allowed for within the budget seconded by Cllr Welch and Unanimously Resolved.</p> <p>.2 Each Committee has Delegated authority to produce appropriate policies, seconded by Cllr Bryan and Unanimously Resolved.</p> <p>.3 To Approve and Accept the Clerk’s Report as attached, seconded by Cllr Bryan and Unanimously Resolved</p> <p>.4 To Approve and Accept the Policies for Investment Strategy, Debit Card usage and Expenditure, Best Value and Cost Benefit, seconded by Cllr Gregory and Unanimously Resolved.</p> <p>.5 To Approve the Recommendation that a pledge of £3500 be made to Looe Harbour Commission, seconded by Cllr Bryan and Resolved with a vote of 13/1 abstention (Cllr Toms).</p> <p>.6 To Approve the Recommendation that the quote for installation of seats from Nick Clowes is accepted, seconded by Cllr Gregory and Unanimously Resolved.</p> <p><u>Ref Min No: 13.4 (15<sup>th</sup> June 2015) – Bus Shelter Land – Hannaford</u></p> <p>Cllr Hendy explained that Cornwall Council were asking this Council to lease the land on which the bus shelter will stand, the Terms being a 99 year lease and payment of their costs for drawing up the lease of £750.00, on top of this will be our legal fees as yet unknown.</p> <p>Cllr Mrs Hannaford stated that up until last week she had no idea that Cornwall Council were asking for this and after some negotiation she has managed to get their fee of £750 waived so there will now only be this Council’s legal fees.</p> <p>Cllr Hendy proposed that our Solicitor is asked to check the lease and approve it, seconded by Cllr Gregory it was Resolved Unanimously to proceed.</p> <p>Cllr Toms thanked Mr Morton for all his hard work and input.</p> | <p>Clerk to ascertain our legal costs</p> |
| <p>34.</p> | <p><b><u>TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES OF SUB-COMMITTEES, WORKING PARTIES AND OUTSIDE ORGANISATIONS</u></b></p> <p>.1 <u>Coastal Communities Funding</u></p> <p>Cllr Toms reported that Looe Harbour Commission, East Looe Town Trust, West Looe Town Trust and Looe Development Trust are working through an application for</p>  |   |

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|     | <p>funding of £10,000 which will be used for Christmas lights around the Town.</p> <p>.2 <u>Procedures Working Group</u><br/>Cllr Hendy gave his report of the meeting which had been held on 6<sup>th</sup> June 2015.</p> <p>.3 <u>Building Community Capacity Project and Bathing Water Quality Meeting</u><br/>Notes of these Meetings had been circulated for information only, no reports given.</p>   |  |
| 35. | <p><b><u>TO RESOLVE TO RE-ELECT MR NICK POPE TO SERVE A FURTHER FOUR YEAR TERM OF OFFICE AS A COUNCIL NOMINATED WEST LOOE TOWN TRUST TRUSTEE</u></b></p> <p>Cllr Toms read out a letter of support for Mr Pope received from West Looe Town Trust.</p> <p>Cllr Dingle proposed that Mr Pope be re-elected to serve a further four year Term of Office as a Council nominated West Looe Town Trust Trustee, seconded by Cllr Gregory it was:</p> <p><b><u>RESOLVED</u></b><br/>Unanimously to re-elect Mr Pope. His Term of Office will now expire on 12<sup>th</sup> July 2019.</p>  |  |
| 36. | <p><b><u>TO DISCUSS AND RESOLVE FURTHER ACTION REQUIRED WITH REFERENCE TO LOOE MUSIC FESTIVAL'S USE OF THE SEAFRONT TOILETS FOR THE FORTHCOMING FESTIVAL</u></b></p> <p>Cllr Toms informed Council that a letter had been sent to Ms Brittain on 21<sup>st</sup> May asking for their formal request to use the seafront toilets during the festival period and no response had been received.</p> <p>There was much discussion as to whether a letter should be sent stating that we assume they do not wish to use the facilities, concerns were raised at their apparent reluctance to communicate and also the issue of public perception if we don't allow the facilities to be used.</p> <p>Cllr Dingle suggested that a recorded delivery letter be written to Ms Brittain insisting on a reply and that delegated authority be given to Cllrs Hendy, Toms and himself to approve their request when and if received, Cllr Miss Bishop proposed that these suggestions are approved seconded by Cllr Dingle it was:</p> <p><b><u>RESOLVED</u></b><br/>With a vote of 13/1 abstention (Cllr Gregory) to accept the above proposal.</p> |  |
| 37. | <p><b><u>TO FURTHER DISCUSS AND RESOLVE ACTION REGARDING THE BOWLING CLUB AND PUTTING GREEN LEASE</u></b></p> <p>Cllr Toms informed Council that this matter has been ongoing for about nine years now and he referred to the</p>  |  |

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|     | <p>circulated email from Mark Grassam Solicitor in which he advised that the Bowling Club Committee should be given a month to sign their sub-lease with us or we abandon this project.</p> <p>Cllr Mrs Hannaford reminded Council that she had previously offered to meet with the Bowling Club Committee to try to resolve all issues and is still willing to do so, it transpires that the Bowling Club has never had a lease, they have had a seasonal licence only.</p> <p>After much discussion it was agreed that a meeting be set up with the Bowling Club Committee, Cllr Dingle, Cllr Mrs Hannaford, Cllr Toms and Mr Thompson from Cornwall Council to make our position clear.</p> <p>Cllr Mrs Hannaford proposed that this Council looks into the option of buying the entire facility and use it as a public amenity, seconded by Cllr Hendy it was Unanimously Resolved.</p>   |  |
| 38. | <p><b><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN</u></b></p> <p>There were no matters raised.</p>  |  |
| 39. | <p><b><u>TO APPROVE THE ACCOUNTS FOR PAYMENT AS LISTED FOR MAY AND JUNE 2015</u></b></p> <p>The Accounts for payment as attached were reviewed. Concerns were raised about the high charge for electricity supply for the Millpool toilets which is disproportionate to all other toilets.</p> <p>The Clerk explained that she has asked Cornwall Council to assist with sorting this matter out as the meter numbers on the meter and on the bill do not match, it appears we may be paying for someone else's supply.</p> <p>Cllr Dingle proposed that we write to British Gas to insist that they sort this matter out within 5 working days and in the meantime to stop the direct debit payment and ask for a refund, seconded by Cllr Gregory it was Unanimously agreed.</p> <p>The meter is to be monitored monthly.</p> <p>Cllr Dingle proposed that the Accounts for payment as listed for May and June 2015 be approved with the exception of the Millpool electricity bill, seconded by Cllr Miss Bishop it was:</p> <p><b><u>RESOLVED</u></b></p> <p>With a vote of 13/1 abstention (Cllr Gregory) to approve the Accounts for payment for May and June 2015 as listed.</p> <p style="text-align: center;">---000---</p> <p>At this point Cllr Toms introduced Mrs Kellaway to Council as our newly appointed Amenities Manager. Mrs Kellaway thanked Cllr Toms and said she was looking forward to the challenge.</p> <p style="text-align: center;">---000---</p> |  |

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| 40. | <p><b><u>TO MOVE THE MEETING TO PART TWO TO DISCUSS QUOTATIONS RECEIVED FOR ALLOTMENT WORKS</u></b></p> <p>Cllr Toms proposed that the Meeting now move to Part Two, seconded by Cllr Miss Bishop it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to move the Meeting to Part Two.</p> |  |
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