



**MINUTES OF THE FULL COUNCIL MEETING**

held in the Council Chamber, The Guildhall, East Looe  
on Monday 19<sup>th</sup> October 2015 at 7.00pm

**PRESENT**

Chairman – Councillor M Gregory (Deputy Mayor)

**COUNCILLORS**

Miss K Bishop	Mrs E Hannaford
D J Bryan	R Hendy
T Crane	C Rose
P Crossley	T Stacey

**OFFICERS**

Mrs A Frith – Town Clerk

**IN ATTENDANCE**

Miss T Patterson (Looe Community Academy) & Mr Patterson

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The Chairman informed Council that Cllr Mrs Powell is taking two month break from Council duties due to ill health

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71.	<b><u>APOLOGIES</u></b> Apologies were received from Cllrs J R B Dingle, Mrs M Powell, M Soady, A Toms and D Welch. Also from Rev P Sharp and Curate J. Foot. <b><u>ABSENT</u></b> Cllr Mrs E Graham-Jones.	<b><u>ACTIONS</u></b>
72.	<b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b> There were no members of the public present.	
73.	<b><u>TO APPROVE THE MINUTES OF THE LAST FULL COUNCIL MEETING OF 7<sup>TH</sup> SEPTEMBER 2015</u></b> Cllr Crane proposed that the Minutes of the Meeting of 7 <sup>th</sup> September 2015 be approved, seconded by Cllr Miss Bishop it was:	

	<b><u>RESOLVED</u></b> Unanimously to approve the Minutes of the Meeting of 7 <sup>th</sup> September 2015.	
74.	<b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b> Cllr Hendy declared an interest in any matter raised concerning East Looe Town Trust. Cllr Mrs Hannaford declared an interest in any matter raised concerning Cornwall Council.	
75.	<b><u>MAYOR'S ANNOUNCEMENTS</u></b> See attached Appendix 'A'. Cllr Gregory reported that the lantern making workshop, which took place on 17 <sup>th</sup> October, was very successful with over 50 people attending.	
76.	<b><u>TO RECEIVE A REPORT FROM THE POLICE FOR LOOE</u></b> See attached Appendix 'B'.	
77.	<b><u>TO RECEIVE QUESTIONS FROM THE CORNWALL COUNCILLOR FOR EAST LOOE</u></b> There were no questions asked.	
78.	<b><u>TO RECEIVE QUESTIONS FROM THE CORNWALL COUNCILLOR FOR WEST LOOE</u></b> See attached Appendix 'C'.	
79.	<b><u>TO RECEIVE A REPORT FROM THE REPRESENTATIVE OF LOOE COMMUNITY ACADEMY</u></b> Cllr Gregory welcomed Miss Toni Patterson, the new Chairman of the Academy Council. Miss Patterson's report had been circulated (see attached Appendix 'D'). Miss Patterson introduced herself and was congratulated on her appointment as Chairman of the Academy Council. Cllr Gregory thanked her for her attendance.	
80.	<b><u>MATTERS ARISING FROM THE MINUTES OF THE FULL COUNCIL MEETINGS OF 7<sup>th</sup> SEPTEMBER 2015</u></b> There were no matters raised.	
81.	<b><u>CORRESPONDENCE</u></b> There had been no correspondence received.	
82.	<b><u>TO APPROVE THE AMENDED ANNUAL AUDIT STATEMENT AS RECOMMENDED BY THE FINANCE AND GENERAL PURPOSES COMMITTEE MEETING OF 5<sup>TH</sup> OCTOBER 2015</u></b> Cllr Gregory explained that it is necessary to approve the Amended Audit statement following the review of our	

	<p>accounts which identified various errors, Grant Thornton have had sight of the draft document, as attached Appendix 'E', and have informally indicated that they are now happy.</p> <p>Cllr Hendy reported that the figures have now been gone through by the Finance and General Purposes Committee and agreed.</p> <p>Cllr Miss Bishop proposed that the Amended Audit Statement be approved, seconded by Cllr Rose it was:  <b><u>RESOLVED</u></b>  Unanimously to approve the Amended Audit Statement.</p>	
83.	<p><b><u>TO APPROVE ALL OTHER RECOMMENDATIONS OF THE FINANCE &amp; GENERAL PURPOSES COMMITTEE AS PER THE MINUTES OF THE MEETING OF 8<sup>th</sup> SEPTEMBER 2015 and 5<sup>th</sup> OCTOBER 2015</u></b></p> <p><u>.1 Re: Meeting of 8<sup>th</sup> September 2015</u></p> <p>Cllr Hendy reported that there were no direct recommendations made but with Reference to Min No: 47 (h) he asked Council's permission to reduce the number of bank accounts from four to two, closing the wages and Tourist Information Centre accounts.</p> <p>Cllr Hendy proposed that the Tourist Information Centre and wages accounts be closed leaving just the Investment and current accounts open, seconded by Cllr Miss Bishop it was:  <b><u>RESOLVED</u></b>  Unanimously to approve the closing of the Tourist Information Centre and wages accounts.</p> <p><u>.2 Re: Meeting of 5<sup>th</sup> October 2015.</u></p> <p>Cllr Hendy noted that there are a couple of amendments to the Minutes 56 and 56(f) of this meeting to be made at the next meeting of the Finance &amp; General Purposes Committee.</p> <p><u>a) Ref: Minute No: 56(f) – Internet Banking</u></p> <p>Cllr Hendy proposed that the Council move to Internet banking subject to a risk assessment being undertaken, seconded by Cllr Miss Bishop it was:  <b><u>RESOLVED</u></b>  To approve the above proposal.</p> <p><u>b) Regular payments approval.</u></p> <p>Cllr Hendy proposed that the list of annual regular payments as attached Appendix 'F' be approved to allow payment prior to Council approval and avoid unnecessary delay in payments being made due to the six week cycle of Council meetings, to be approved annually at the start of each Council year, seconded by Cllr Rose it was:  <b><u>RESOLVED</u></b>  Unanimously to approve the above proposal.  Cllr Hendy's Report is attached Appendix 'G'.</p>	

84.	<p><b><u>TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES OF SUB-COMMITTEE, WORKING PARTIES AND OUTSIDE ORGANISATIONS</u></b></p> <p>.1 <u>Tourist Information Centre Working Group Meeting</u>  Cllr Gregory reported that a Working Group had been set up to help move the Tourist Information Centre forward (notes of that meeting had been circulated).  Mrs Kellaway had produced a project plan for the refurbishment of the Tourist Information Centre and Mr Camp had been asked to produce a project plan for the purchase of stock, advertising, internet sales etc which is awaited. On receipt of Mr Camp's plan another meeting will be held.</p>	
85.	<p><b><u>TO DISCUSS PLANS SUBMITTED FOR THE REFURBISHMENT OF THE MILLPOOL, SEAFRONT AND HANNAFORE PUBLIC CONVENIENCES</u></b></p> <p>This matter was deferred until two further quotes have been submitted.</p>	
86.	<p><b><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN</u></b></p> <p>There were no matters raised.</p>	
87.	<p><b><u>TO RATIFY THE ACCOUNTS FOR PAYMENT AS LISTED FOR SEPTEMBER 2015 AND UP TO 9<sup>TH</sup> OCTOBER 2015 AS RECOMMENDED BY THE FINANCE &amp; GENERAL PURPOSES COMMITTEE</u></b></p> <p>Cllr Rose proposed that the Accounts for payment be approved as recommended, seconded by Cllr Bryan it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to approve the Accounts for payment as listed and Recommended by the Finance &amp; General Purposes Committee.</p> <p>Cllr Crane asked about the progress of the problem with the electricity bill/meter in the Millpool toilets.  The Clerk informed Cllr Crane that we are now being billed for the correct meter and a refund of approximately £5600 is due back from British Gas which we should receive shortly.</p> <p>Cllr Miss Bishop asked that Council's thanks be passed on to Mrs Kellaway for all her work in identifying the problem.</p> <p>The Meeting closed at 7.29pm.</p>	

Signed .....

Date .....