



**MINUTES OF THE FULL COUNCIL MEETING**

held in the Council Chamber, The Guildhall, East Looe  
on Monday 11<sup>th</sup> January 2016 at 7.00pm

**PRESENT**

Chairman – Councillor A Toms

**COUNCILLORS**

Miss K Bishop	Mrs E Hannaford
T Crane	R Hendy
P Crossley	Mrs M Powell
J R B Dingle	C Rose
Mrs E Graham-Jones(7.20pm)	T Stacey
M Gregory	D Welch

**OFFICERS**

Mrs A Frith – Town Clerk

**IN ATTENDANCE**

PC M Roberts – Looe Police – 7.25pm  
Miss T Patterson – Looe Community Academy

There were no Prayers given

	<b><u>APOLOGIES</u></b>	<b><u>ACTIONS</u></b>
110.	Apologies were received from Cllrs D J Bryan and M Soady. Rev P Sharp also gave apologies due to ill health.	
111.	<b><u>TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC</u></b> There were no questions asked.	
112.	<b><u>TO APPROVE THE MINUTES OF THE LAST FULL COUNCIL MEETING OF 30<sup>th</sup> NOVEMBER 2015</u></b> Cllr Gregory proposed that the Minutes of the Meeting of 30 <sup>th</sup> November 2015 be approved, seconded by Cllr Miss Bishop it was: <b><u>RESOLVED</u></b> Unanimously to approve the Minutes of the Meeting of 30 <sup>th</sup> November 2015.	

	<p><b><u>FULL COUNCIL PLANNING MEETING OF 14<sup>TH</sup> DECEMBER 2015</u></b></p> <p>Cllr Toms proposed that the Minutes of the Full Council Planning Meeting of 14<sup>th</sup> December 2015 be approved, seconded by Cllr Miss Bishop it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to approve the Minutes of the Full Council Planning Meeting of 14<sup>th</sup> December 2015.</p> <p>Cllr Toms informed Council that Cornwall Council have deferred a decision on this application until after the outcome of the inquest into Mrs Norman's death is known.</p>	
113.	<p><b><u>TO RECEIVE DECLARATIONS OF INTEREST</u></b></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 Looe Harbour Commission, Looe Development Trust and Cornwall Council.</p> <p>Cllr Dingle declared an interest in any matter raised concerning West Looe Town Trust.</p>	
114.	<p><b><u>MAYOR'S ANNOUNCEMENTS</u></b></p> <p>See attached Appendix "A"</p> <p>Cllr Toms suggested that a review of the way in which Council works should now be undertaken as it is nine months since the new regime has been in place, he suggested a working group be set up and asked for volunteers.</p> <p>Cllrs Dingle, Rose, Hendy, Gregory and Mrs Hannaford volunteered.</p> <p>Cllr Toms also informed that Cllr Mrs Hannaford will be inviting representatives of the Crowd Funding organisation to Council to discuss opportunities for funding for the Mariners Garden.</p>	
115.	<p><b><u>TO RECEIVE A REPORT FROM THE POLICE FOR LOOE</u></b></p> <p>PC Roberts gave his report to Council and apologised for his late arrival.</p> <p>See attached Appendix "B"</p> <p>In response to Cllr Dingle's question regarding the assaults PC Roberts confirmed that these had involved some people from Plymouth.</p> <p>Cllr Toms stated that he has got some concerns but generally the crime figures are good. He thanked PC Roberts for his attendance.</p>	
116.	<p><b><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR EAST LOOE.</u></b></p> <p>See attached Appendix "C".</p>	

117.	<p><b><u>TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR WEST LOOE</u></b>  Cllr Mrs Hannaford apologised for not having produced a Report and informed that it would be circulated to all Members the following day.</p>	
118.	<p><b><u>TO RECEIVE A REPORT FROM THE REPRESENTATIVE OF LOOE COMMUNITY ACADEMY</u></b>  See attached Appendix "D"  Cllr Mrs Hannaford asked Miss Patterson if arrangements could be made to talk to the School Council regarding the Neighbourhood Plan, Miss Patterson confirmed she would ask at the next School Council meeting to be held on 13<sup>th</sup> January.</p>	
119.	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE FULL COUNCIL MEETINGS OF 19<sup>th</sup> OCTOBER 2015</u></b>  There were no matters raised.</p> <p><b><u>RECOMMENDATIONS TO COUNCIL</u></b></p> <p><b><u>.1 Amendments to Standing Orders</u></b>  Cllr Hendy explained the amendments made to the Looe Town Council Specific Standing Orders which had been circulated to all prior to this meeting and proposed that the Amended Document be approved and adopted, seconded by Cllr Miss Bishop it was:  <b><u>RESOLVED</u></b>  Unanimously to approve and Adopt the Amended Standing Orders.</p> <p><b><u>.2 Draft Pre-application Consultation Policy</u></b>  Cllr Mrs Hannaford ran through the Policy and explained that it had been put together in liaison with Sarah Mason, CALC. She also explained why it is important for potential planning gain and the principle is that all consultations should be in the public domain.  This matter was discussed at length and various concerns were raised but particularly with the paragraph relating to Individual Councillors, the qualification to give advice was also questioned.  Cllr Miss Bishop proposed that the paragraph relating to individual Councillors be removed from the document, seconded by Cllr Dingle it was:  <b><u>RESOLVED</u></b>  With a vote of 11/2 against to accept the above proposal. The document was referred back to the Planning and Public Consultation Committee.  Cllr Rose stated that this is a very important document and that some items under "Individual Councillors" should remain, he suggested that the document should be re-written and presented to the next Full Council meeting for approval.  Cllr Rose also questioned the procedure for adopting policies and protocols as both he and Cllr Mrs Hannaford</p>	

	<p>understood that, under the new procedures of Council, each Committee had the power to adopt their own policies.</p> <p>The Clerk clarified that no Committee has the power to adopt policies but they can make recommendation to Full Council, the Clerk agreed to double check the remit of the Committees and the Standing Orders to clarify the situation.</p>	
<p><b>120.</b></p>	<p><b><u>CORRESPONDENCE</u></b></p> <p><b>.1 <u>Devon &amp; Cornwall Constabulary</u></b></p> <p>A response to the Clerk's letter supporting the current level of policing in Looe had been received and circulated to all Members. A second response had been received that morning and tabled for information.</p> <p>Cllr Toms drew attention to the paragraph relating to the future accommodation for the Looe police and stated that this is contrary to information that had come from the Police and Crime Commission Panel, of which he is a member.</p> <p>Cllr Toms asked for permission to write back to Superintendant Drummond-Smith for clarification of this matter, this was unanimously agreed.</p>	
<p><b>121.</b></p>	<p><b><u>TO APPROVE THE BUDGET AND PRECEPT FOR 2016/17 AS RECOMENDED BY THE FINANCE &amp; GENERAL PURPOSES COMMITTEE</u></b></p> <p>Cllr Hendy referred to the budget papers previously circulated to all Councillors and informed that the proposal is for a 0% increase this year, thus leaving our requirement for Precept at £303,976. He also informed Council that clear targets for the Tourist Information Centre had been put into the budget and the projected loss is better than previously.</p> <p>Cllr Toms asked each individual for comments on the proposals. Some concerns were raised that the reserves will be sufficient, Cllr Dingle disagreed with some of the Tourist Information Centre figures and raised concern regarding the budgeted amount for the Traffic Regulation Order when the quote received was around £60,000, Cllr Gregory explained that this cannot be answered until we have had a scheduled meeting with Cornwall Council on 26<sup>th</sup> January.</p> <p>Cllr Dingle also noted that there is no provision for dealing with dog-fouling and Cllr Mrs Hannaford observed that no provision has been made for a Traffic Regulation Order for Bonson Close or enforcement of that Traffic Regulation Order.</p> <p>Cllr Gregory reminded Council that we do have to undertake a cost/benefit analysis for larger projects.</p> <p>After much further discussion Cllr Hendy proposed that the Budget/Precept proposals as circulated be approved,</p>	

	<p>seconded by Cllr Gregory.</p> <p>Cllr Mrs Hannaford proposed an Amendment to Cllr Hendy's proposal: To approve the Budget/Precept proposals with a 0% increase as circulated but to include £5000 for a Traffic Regulation Order for Bonson Close and a further £5000 for enforcement to be taken from the Reserves, this Amendment was voted on and it was:</p> <p><b><u>RESOLVED</u></b></p> <p>With a vote of 7/6 against to approve the Amendment as above.</p> <p>Cllr Hendy's proposal was therefore lost.</p> <p>After the vote Cllr Gregory reminded Council that enforcement is very expensive, the hourly rate being in the region of £37.</p> <p>Cllr Miss Bishop suggested that, if the general Traffic Regulation Order does not proceed the £10,000 in the budget could possibly be used for Bonson Close.</p> <p>At this point Cllr Mrs Graham-Jones left the Meeting (9pm).</p>	
122.	<p><b><u>TO RECEIVE REPORTS FROM MEMBER REPRESENTATIVES OF SUB-COMMITTEE, WORKING PARTIES AND OUTSIDE ORGANISATIONS</u></b></p> <p>.1 <u>Bathing Water Quality</u></p> <p>The Minutes of the last Meeting had been previously circulated. Cllr Mrs Hannaford informed that the water quality could be good despite the signage that has to be put up.</p> <p>Cllr Gregory informed that DEFRA have a different viewpoint and this will hopefully be clarified at the next meeting.</p>	
123.	<p><b><u>TO RECEIVE AN UPDATE ON THE NEIGHBOURHOOD PLAN</u></b></p> <p>Cllr Toms updated Council on the progress of the Plan, it is moving forward slowly, the next meeting is on 19<sup>th</sup> January.</p>	
124.	<p><b><u>MATTERS FOR FURTHER OR URGENT DISCUSSION AS DETERMINED BY THE CHAIRMAN</u></b></p> <p>There were no matters raised.</p>	
125.	<p><b><u>TO APPROVE THE ACCOUNTS FOR PAYMENT FOR DECEMBER 2015</u></b></p> <p>Cllr Mrs Powell proposed that the Accounts for payment as listed for December 2015 be approved, seconded by Cllr Gregory it was:</p> <p><b><u>RESOLVED</u></b></p> <p>Unanimously to approve the Accounts for payment as listed for December 2015.</p>	

	Cllr Toms thanked Cllr Rose for his work with the supply of new computers.	
126.	<p><b><u>TO APPROVE THE PAYMENT OF INVOICES</u></b></p> <p><b><u>.1 Trelawney Fire and Security</u></b></p> <p>Cllr Dingle proposed that the invoice for £5580.00 including VAT for the provision of new CCTV cameras be approved for payment, seconded by Cllr Gregory it was: <b><u>RESOLVED</u></b></p> <p>Unanimously to approve payment of the invoice as above.</p> <p><b><u>.2 Topan Fencing</u></b></p> <p>Cllr Miss Bishop proposed that the invoice for £4057.20 including VAT for the provision of fencing around the allotment site be approved, seconded by Cllr Gregory it was: <b><u>RESOLVED</u></b></p> <p>Unanimously to approve payment of the invoice as above.</p>	
127.	<p><b><u>TO APPROVE AN INTERIM PAYMENT TO NICK CLOWES FOR THE SEAFRONT REFURBISHMENT PROGRAMME</u></b></p> <p>Cllr Gregory proposed that the requested interim payment of £10,000 plus VAT be paid, seconded by Cllr Welch it was: <b><u>RESOLVED</u></b></p> <p>Unanimously to approve the interim payment of £10,000 plus VAT to Nick Clowes.</p> <p>Cllr Toms reminded Council that there is a contingency of £5000 in the budget for the refurbishment of the public conveniences and asked Council if approximately £2600 of this could be used for replacing the toilet pans at the seafront rather than re-using the existing ones. Cllr Crossley stated that the purchase of new toilet pans would probably save us money in the future as they will be more efficient.</p> <p>Cllr Miss Bishop proposed that authorisation be given for the purchase of new toilet pans at the approximate cost of £2600, seconded by Cllr Rose it was: Unanimously agreed to purchase new toilet pans.</p> <p><b>The Meeting closed at 9.05pm.</b></p>	

Signed .....

Date .....