

**LOOE TOWN COUNCIL**

Minutes of the Full Council Meeting of the Looe Town Council  
held in the Council Chamber, The Guildhall, East Looe  
on Tuesday 14<sup>th</sup> April 2009 at 7.00pm

**PRESENT**

Chairman – Deputy Mayor- Cllr. J.R. B. Dingle

**COUNCILLORS**

D. J. Bryan	Mrs. B. King
M. Gregory	C. Rose
Mrs. E. Hannaford	W. Scarah
J. Hoskin	K. Smith
M. Joy	A. Toms
	D. Welch

**OFFICERS**

The Clerk – Mrs A Frith

**IN ATTENDANCE**

Devon & Cornwall Constabulary – P.C. Helen Libby  
Carrie Garrad – Cornish Times Reporter

**215. PRAYERS**

There were none given.

**216. APOLOGIES**

Apologies for absence were received from Councillors R. J. Overd and J. Rothwell, Rev. B. McQuillen, District Councillor E. B. Galipeau and Emma Haines – Cornish Guardian.

**ABSENT**

Looe Community School Representative – Callum Dingle.

**217. TO APPROVE THE MINUTES OF THE LAST COUNCIL MEETING**

.1 Minutes of the Meeting of the 2<sup>nd</sup> March 2009

Councillor Bryan proposed that the Minutes of the 2<sup>nd</sup> March 2009 be accepted, seconded by Councillor Toms it was:

**RESOLVED**

Unanimously to accept the Minutes of the Full Council Meeting of the 2<sup>nd</sup> March 2009.

.2 Minutes of the Special Full Council Meeting of the 17<sup>th</sup> March 2009  
Councillor Joy proposed that the Minutes of the 17<sup>th</sup> March 2009 be accepted, seconded by Councillor Scarah it was:

**RESOLVED**

Unanimously to accept the Minutes of the Special Full Council Meeting of the 17<sup>th</sup> March 2009.

.3 Minutes of the Special Full Council Meeting of the 6<sup>th</sup> April 2009

Councillor Toms proposed that the Minutes of the 6<sup>th</sup> April 2009 be accepted, seconded by Councillor Welch it was:

**RESOLVED**

Unanimously to accept the Minutes of the Special Full Council Meeting of the 6<sup>th</sup> April 2009.

**218. TO RECEIVE DECLARATION OF INTERESTS**

.1 Personal Interests

Councillors Bryan, Rose, Scarah and Smith declared an interest in any matter raised concerning East Looe Town Trust.

Councillor Dingle declared an interest in any matter raised concerning West Looe Town Trust.

Councillor Toms declared an interest in any matter raised concerning Looe Harbour Commission and Cornwall Council.

.2 Prejudicial Interests

Councillor Toms declared an interest in Looe Development Trust – Correspondence Item .5 – Looe Enterprise Centre.

**219. TO RECEIVE QUESTIONS FROM MEMBERS OF THE PUBLIC**

There were no questions raised as there were no members of the public present.

**220. TO RECEIVE A REPORT FROM THE DEVON & CORNWALL CONSTABULARY**

P.C. Libby gave her report of the crime figures from January 2009 (See attached Appendix “A”).

As there were no questions for P.C. Libby the Chairman thanked her for her report and she left the meeting.

**221. TO RECEIVE A REPORT FROM THE COUNTY COUNCILLOR FOR LOOE**

Councillor Toms gave his report as follows:

.1 Looe East Ward

Councillor Toms feels that the name for this ward misrepresents the area it serves and it should be Looe East & St. Martins Ward. He will be taking this matter up.

.2 One Stop Shop

Councillor Toms reported that, although this is located in an area of the town that is not ideal, it does appear to be working well. He has negotiated with Cornwall Council to provide five dedicated parking spaces for users of the One Stop Shop.

.3 Constitutional Review Panel

Councillor Toms had attended a meeting of this panel which is reviewing the Constitution for the new Cornwall Council, part of which are the Community Network Areas. On matters requiring a vote through the CNA's Looe East will have two votes and Looe West two votes.

.4 Allotments

Councillor Toms had held a meeting with interested parties which had been very good and there was much enthusiasm. A Committee has now been formed and they will discuss and design the areas, organise clearance etc and report back.

Councillor Joy thanked Councillor Toms for his efforts in obtaining parking for the One Stop Shop and asked if there had been any progress with a town bus service to the Millpool. Councillor Toms reported that the question has been asked but no response as yet.

**222. TO RECEIVE A REPORT FROM THE DISTRICT COUNCILLOR FOR LOOE**

There was no report given.

**223. TO RECEIVE A REPORT FROM A REPRESENTATIVE OF LOOE COMMUNITY SCHOOL**

There was no report given. Councillor Mrs. Hannaford stated that the Representative, Callum Dingle, is in the middle of exams at the moment. She had also attended the last School Council meeting and Callum had referred to the school's association with the Town Council.

**224. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING**

.1 Reference Minute 210 – meeting of the 2<sup>nd</sup> March 2009 – Looe Area Partnership Representative.

Councillor Bryan noted that Mr. Dale Measures had been nominated as the Council Representative for the Looe Area Partnership but had now resigned from Council. Therefore a new representative needed to be nominated.

Councillor Mrs. Hannaford nominated Councillor Hoskin, seconded by Councillor Joy and accepted by Councillor Hoskin it was:

RESOLVED

Unanimously that Councillor Hoskin be the Town Council Representative on the Looe Area Partnership.

There were no other matters raised.

**CORRESPONDENCE**

At the Chairman's request the Clerk dealt with this item.

**225. THE BOUNDARY COMMISSION FOR ENGLAND**

The Clerk read a letter received which informed that the Boundary Review final recommendations will be published in September 2009.

**226. CORNWALL AREA OF OUTSTANDING NATURAL BEAUTY 50<sup>TH</sup> ANNIVERSARY CONFERENCE**

An invitation to the 50<sup>th</sup> Anniversary Conference on Saturday 9<sup>th</sup> May 2009 has been received. Councillor Dingle will attend on behalf of Looe Town Council.

**227. CORNWALL RURAL COMMUNITY COUNCIL**

A Community Planning Newsletter has been received and will be held in the office.

**228. THE SIGNPOST**

This quarterly newsletter will be held in the office.

**229. LOOE ENTERPRISE CENTRE**

An e-mail had been received from the Chairman of Looe Development Trust, Mr. Justin Spreckley, informing that the Enterprise Centre will close for training purposes on the 23<sup>rd</sup> April for good with the loss of two paid employees due to lack of funding.

Councillor Joy suggested that the Council write to Looe Development Trust expressing our regret at the loss of this valuable facility. Councillor Mrs. Hannaford supported this suggestion and suggested that the Council should also write to the Learning Skills Council, who had been responsible for the delays in funding to enable the Enterprise Centre to continue, complaining that their inaction had resulted in this loss.

**230. LOOE BOATWATCH**

An update on the progress of the Looe Boatwatch scheme was read to Council.

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At this point the Clerk handed back to the Chairman

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**231. MRS. KATHRINA RING**

The Chairman read out an e-mail received from Mrs. Ring on behalf of the Mums of Looe, which expressed their concerns about the elections of Councillor Joy as Mayor for the coming year.

In response Councillors Bryan, Scarah, Mrs. Hannaford and Dingle all offered their full support to Councillor Joy.

**232. TO RECEIVE A REPORT FROM THE ENVIRONMENT & PUBLIC PROTECTION COMMITTEE**

The Vice-Chairman gave his report of the meeting of the 23<sup>rd</sup> March 2009. He also thanked all Councillors who had been involved with the litter pick on the 4<sup>th</sup> April and the Clerk for the organisation.

Councillor Joy proposed that the Minutes be accepted, seconded by Councillor Smith it was:

RESOLVED

Unanimously to accept the Minutes of the meeting of the 23<sup>rd</sup> March 2009. Councillor Gregory asked if we could contact the police regarding littering on the Barbican to ask if more patrols by the PCSOs could be made as they are empowered to issue fixed penalty tickets for littering.

**233. TO RECEIVE A REPORT FROM THE FINANCE & WORKS COMMITTEE**

The Chairman gave his report of the meeting of the 16<sup>th</sup> and 30<sup>th</sup> March 2009 and proposed that the Minutes of both meetings be accepted, seconded by Councillor Joy it was:

RESOLVED

Unanimously to accept the Minutes of the Meetings of the 16<sup>th</sup> and 30<sup>th</sup> March 2009.

**234. TO RECEIVE A REPORT FROM THE PLANNING COMMITTEE**

The Chairman gave his report of the meetings of the 3<sup>rd</sup> and 30<sup>th</sup> March 2009 and proposed that the Minutes be accepted, seconded by Councillor Toms it was:

RESOLVED

Unanimously to accept the Minutes of the Meetings of the 3<sup>rd</sup> and 30<sup>th</sup> March 2009. Councillor Toms informed Council that Sub Area Planning Committees are to be set up by Cornwall Council and a quarter of the members will constitute a quorum. This is a very worrying situation and action needs to be taken to avoid bad or inappropriate decisions by members of the sub area committee who are not familiar with the area. There is a lot of work to be done.

**235. TO RECEIVE A REPORT FROM THE PROCEDURES COMMITTEE**

No meeting had been held. The Chairman informed Council that an informal meeting had been held between himself, Councillor Joy and Councillor Rose to formulate the questions to be asked at the interview meeting on the 6<sup>th</sup> April.

**236. TO RECEIVE A REPORT FROM THE TOWN TOURISM PANEL**

Councillor Mrs. Hannaford declared a personal interest as a member of SECTA.

The Chairman gave his report of the meeting of the 5<sup>th</sup> March 2009 and proposed that the Minutes be accepted, seconded by Councillor Joy it was:

RESOLVED

Unanimously to accept the Minutes of the meeting of the 5<sup>th</sup> March 2009.

The Chairman had made various recommendations following the meeting (see attached appendix)

.1 Reference .2 – Chamber of Trade

The Chairman proposed that a member of the Chamber of Trade be invited to join the Town Tourism Committee, seconded by Councillor Mrs. Hannaford it was unanimously agreed.

.2 Reference .3 – Tourist Information Centre Accounts

The Chairman proposed that the Tourist Information Centre accounts be kept separate from the general accounts to enable profit and loss to be ascertained, seconded by Councillor Gregory it was unanimously agreed.

.3 Reference .4 – High Value Contracts

The Chairman proposed that some system of control be implemented urgently to enable proper evaluation and suggested that this matter be referred to the Finance & Works Committee.

.4 Reference .5 – Website

The Chairman proposed that this matter be revisited and that this should be referred to the Procedures Committee, seconded by Councillor Toms it was unanimously agreed.

**237. TO RECEIVE A REPORT FROM THE SUB-COMMITTEES, WORKING PARTIES AND OUTSIDE ORGANISATIONS.**

.1 Cornwall Council Planning Liaison Group

Councillor Smith gave a report of a meeting he had attended on the 4<sup>th</sup> April. (See attached appendix notes supplied by CALC).

.2 Looe Area Partnership

Councillor Mrs. Hannaford gave her report of the meeting of the 25<sup>th</sup> March 2009 at which the Looe Area Partnership Terms of Reference were presented. These will be circulated in due course. Councillor Toms is collating information from all the contiguous Parish Places.

The Chamber of Trade and the Looe Area Partnership have been in talks about a Town Manager and the Town Council will be included.

Prioritisation of key priorities in the plan is needed and Councillor Mrs. Hannaford recommended that the Town Council take on this updating process which will help reach the new criteria for re-accreditation of Quality Town Status.

Councillor Mrs. Hannaford proposed that this matter be referred to the Procedures Committee, seconded by Councillor Joy it was unanimously agreed.

**238. MATTERS FOR FURTHER DISCUSSION**

.1 Equal Opportunities Employment Policy

The Clerk had advised that this Policy needs to be adopted with the advent of the new Cornwall Council. A copy of Cornwall Council's Policy had been provided.

The Chairman proposed that Looe Town Council adopt Cornwall Council's Policy verbatim, seconded by Councillor Scarah it was:

RESOLVED

Unanimously that Looe Town Council adopt Cornwall Council's Equal Opportunities Employment Policy as presented.

.2 Patient's Car Park

Councillor Gregory reported that, as Cornwall Council will not extend our lease from 5 years to 15 or 20 years, the original ideas for managing the car park would prove too expensive.

After discussion on how to manage and monitor the car park Councillor Gregory made the following proposals:

a) To enter into an agreement with a ticketing company, this was seconded by Councillor Joy and unanimously agreed.

b) To proceed with pricing of rented spaces for residents, this was seconded by Councillor Mrs. Hannaford and unanimously agreed.

c) To rent out spaces to residents for out of hours use and to rent out two spaces for staff during surgery hours, seconded by Councillor Scarah it was unanimously agreed.

It was also agreed that Councillor Gregory liaise with Councillor Scarah regarding the provision of a lockable gate and height restriction barrier.

**239. TO APPROVE ACCOUNTS FOR PAYMENT**

To accept for payment the bills as listed and amounting to £1,372.47 and for the transfer of £6,000.00 to the Wages Account for February 2009.

Councillor Scarah proposed that the accounts for payment as listed for January 2009 be accepted, seconded by Councillor Joy it was:

RESOLVED

Unanimously to approve the accounts as listed for February 2009.

**240. TO EXCLUDE THE PRESS OF PUBLIC**

The Chairman proposed that the Press and Public be excluded and the meeting move to Part Two, seconded by Councillor Scarah it was:

RESOLVED

Unanimously to exclude the Press and Public.