

LOOE TOWN COUNCIL

MINUTES OF THE STANDARDS AND PROCEDURES COMMITTEE

held in the Committee Room, Town Council Offices, The Guildhall, East Looe
on Monday 21st September 2009 at 7.00pm

REPORT TO THE COUNCIL

PRESENT

Chairman - Cllr J Dingle
Cllrs M Gregory, M Joy, K Smith and D Welch

39. APOLOGIES

Apologies for absence were received from Cllrs D Bryan and C Rose.

40. AMENDMENT OF THE AGENDA

It was proposed by Cllr Dingle that the agenda be amended to include at item 2 'Declarations of Interest', and seconded by Cllr Smith.

It was proposed by Cllr Smith that the agenda be amended to include at item 3 'To approve the minutes of the meetings held on 4th August 2009 and 12th August 2009' and seconded by Cllr Gregory .

RESOLVED

Agreed unanimously to accept the proposals.

41. TO RECEIVE DECLARATIONS OF INTEREST

Councillors Dingle and Smith declared an interest in any matter raised in item 5 of the relating to East Looe Town Trust.

42. TO APPROVE THE MINUTES OF THE MEETINGS HELD ON 4TH AUGUST 2009

Cllr Smith stated that a copy of the document containing extracts from Cllr Mrs Hannaford's diary and referred to by her during the course of the meeting should be attached as an appendix to the minutes. This was necessary as some of the recommendations from the meeting were based on statements made by Cllr Mrs Hannaford whilst referring to this document.

It was proposed by Cllr Dingle that the minutes be accepted, and seconded by Cllr Gregory it was:

RESOLVED

By a vote of 4 to 1 it was agreed that the minutes of the meeting held on 4th August 2009 be accepted.

43. TO APPROVE THE MINUTES OF THE MEETINGS HELD ON 12TH AUGUST 2009

It was proposed by Cllr Dingle that the minutes be accepted, and seconded by Cllr Smith it was:

RESOLVED

Agreed unanimously that the minutes of the meeting held on 12th August 2009 be accepted.

44. TO DISCUSS THE ISSUES RAISED BY COUNCILLOR MRS HANNAFORD – REFERRED FROM THE LAST MEETING OF THE COMMITTEE

.1 Councillor Mrs Hannaford's complaint against the Town Clerk

Having referred to the notes and recommendations of the meeting of the 12th August 2009, the committee were satisfied that the apology given by the Town Clerk Mrs A Frith to Cllr Mrs Hannaford was sufficient and proper.

It was proposed by Cllr Dingle that the Mayor should write to Cllr Mrs Hannaford to inform her of the decision of the committee, and seconded by Cllr Smith it was

RESOLVED

Agreed unanimously that the Mayor write to Cllr Mrs Hannaford.

.2 Cllr Mrs Hannaford's complaint relating to the Civic Service

Cllr Joy informed the committee that a meeting of the working paper has yet to be held.

45. TO DISCUSS THE REMIT OF THE STANDARDS AND PROCEDURES COMMITTEE

.1 That the committee should be the right and proper place for the consideration of any and all issue(s) relating to a Councillor's alleged breach of the Code of Conduct. After considering such allegation(s) that the Full Council be notified of any and all recommendations of the Committee.

.2 That the Committee be the right and proper place for the consideration of any complaint(s) made to the Council. After considering such complaint(s) that the Full Council be notified of any and all recommendations of the Committee.

.3 That the minutes of the meeting of the Standards and Procedures Committee remain strictly confidential within the Council and that the Full minutes or part thereof are not released into the public domain. (public domain is defined as any person not being a member of this Council, any member of the press or any electronic media such as the internet, websites, e-mails or any other form of communication not defined within this subparagraph)

.4 That all meetings of the Standards and Procedures Committee remain strictly private and confidential and not open to members of the public or members of the press.

.5 That the members of the Standards and Procedures Committee consist of the Mayor, Chairman of the Finance and Works Committee, the Planning Committee and the Environment and Public Protection Committee.

It was proposed by Cllr Dingle and seconded by Cllr Joy that subparagraphs 1 to 5 above form the remit of the Standards and Procedures Committee, it was

Resolved

Agreed unanimously to accept subparagraphs 1 to 5 as the remit of the Standards and Procedures Committee.

46. TO DISCUSS ISSUES ARISING FROM THE MEETINGS OF 20TH JULY 2009, 4TH AUGUST 2009 AND 12TH AUGUST 2009

.1 The main issues arising from these meetings have been dealt with in agenda item 4.

.2 The issue relating to a website containing remarks about Looe town and Looe Town Council was discussed. It was proposed by Cllr Dingle that the Mayor should write to the owner of the website expressing the concerns of the Council on the content of the website, it was seconded by Cllr Welsh.

RESOLVED

Unanimously that the Mayor should write to the owner of the website.

47. TO DISCUSS THE PROVISION OF A TOWN MANAGER

It was discussed whether the role of Town Manager would be in conflict with the proposed role of the Community Network area to be introduced by Cornwall Council. Further discussions related to the contribution the Chamber of Commerce and other bodies may have towards the role and function of a Town Manager. Cllr Joy stated that Alan Vaughan of the Chamber of Commerce should be contacted in order to obtain the views of the Chamber on this matter. It was also suggested that the no further action be taken on this matter at the moment.

It was proposed by Cllr Dingle that the Clerk should contact the Chamber of Commerce and that the provision of Town Manager be reviewed at a later date, it was seconded by Cllr Gregory.

RESOLVED

That the Clerk should write to the Chamber of Commerce and that the provision of a Town Manager be reviewed at a later date.

48. MATTERS FOR FURTHER DISCUSSION

.1 Looe Film Society has enquired if it is possible to display a poster in the Council noticeboard. After discussions it was decided that details of the Film Society events could be displayed on the noticeboard and on the 'What's On' page of the website. The Committee were also aware of the limited space of the noticeboard and that priority should be given to official notices. Cllr Dingle stated that East Looe Town Trust were making enquiries about a new noticeboard and suggested that the Clerk contact the Trust for details.

It was proposed by Cllr Joy that the Looe Film Society be contacted about events and that the Clerk should write to East Looe Town Trust about the provision of new or additional noticeboards, it was seconded by Cllr Dingle.

RESOLVED

Unanimously that the Clerk should contact the Film Society and the East Looe Town Trust.

.2 Patients Car Park – Cllr Joy suggested that it was necessary to introduce an appeals panel to deal with disputes on parking tickets. The matter of health centre staff parking in the car park was also discussed. After discussions it was proposed by Cllr Joy that an appeal panel be created and that the Clerk should write to the Practice Manager regarding other parking issues, it was seconded by Cllr Dingle.

RESOLVED

Agreed unanimously that an appeals panel be created and for the Clerk to write to the Practice Manager.

.3 Pension Provisions for Staff – Cllr Joy raised the issue of the pension provision for staff. It was proposed by Cllr Dingle that as this matter be referred to the forthcoming meeting of the Finance and Works Committee, seconded by Cllr Gregory.

RESOLVED

Agreed unanimously to refer this matter to the Finance and Works Committee.

There being no other business the meeting closed at 8.22 pm