

LOOE TOWN COUNCIL

Minutes of The Quality Town Status Sub-Committee Meeting
held in the Tourist Information Centre on Wednesday 24th March 2010 at 7pm

REPORT TO COUNCIL

PRESENT

Chairman: Cllr E B Galipeau
Cllrs Mrs E Hannaford, C Rose and D Welch

IN ATTENDANCE

The Town Clerk – Mrs A Frith

9. APOLOGIES

Apologies for absence were received from Councillors D Bryan, M Joy and C Lambert.

10. TO RECEIVE DECLARATIONS OF INTEREST

Councillor Galipeau declared an interest in any matter raised concerning East Looe Town Trust.

Councillor Mrs Hannaford declared an interest in any matter raised concerning Cornwall Council.

11. TO REVIEW THE MINUTES OF THE MEETING OF 15TH JANUARY 2010

The Chairman went through these minutes and updated the Committee.

12. MATTERS ARISING FROM THE MINUTES OF THE LAST MEETING

There were none raised.

13. TO PROGRESS THE WORKPLAN

a) Statement of Intent for Training and Induction Training

The Chairman informed the Committee that Councillor Welch had prepared these two draft documents (see attached Appendix 'A' and 'B'). Councillor Welch suggested these documents be reviewed and suggestions for any amendments come back to the next meeting.

The Clerk was asked to circulate the draft documents to all Councillors. Councillor Mrs Hannaford suggested that collective training could be done in conjunction with other Councils, Cornwall Council through the Community Network Area Manager. Councillor Mrs Hannaford will make enquiries.

b) Progress Council's Annual Report

The Chairman stated that this will be done at the Annual Meeting and be presented by the Mayor. The report should include a list of Councillors and their contact details, the Council Meeting Calendar etc.

c) The Integration of the Town Plan with LAP Projects

Councillor Mrs Hannaford has been working on this and has identified a possible twelve projects that Looe Town Council could take a lead on. These have yet to be prioritised.

The Chairman asked Councillor Mrs Hannaford to make her draft document available for circulation to all Councillors, they will then be linked to various Committees for further discussion, prioritisation and formulation of a work plan.

d) To review the Quality Town Status File

The Chairman informed the Committee that some of the relevant documents have been put together. He went through the criteria and identified areas that still require work/evidence.

The Chairman also suggested that a short explanatory note be prefixed to each section of the final application.

e) Round up of outstanding work plan items

Councillor Mrs Hannaford stated that although the Council are working on communications and engagement there does not appear to be a way of bringing peoples ideas to us and that we need to find a way of doing this.

The Chairman will produce a Statement of Intent for Community Engagement, especially involving the schools.

The Chairman will also produce a one page update report for Council Meetings which is to be circulated to all Councillors.

14. ANY OTHER BUSINESS

.1 Looe Area Partnership

Councillor Mrs Hannaford expressed concern that the Local Area Partnership has lost momentum and needs to be moved on. The role of the Local Area Partnership needs to be promoted and perhaps a way forward would be through the Community Network Area Manager.

The Clerk was asked to contact the Local Area Partnership Chairman for his opinion.

15. DATE OF THE NEXT MEETING

The next meeting has been arranged for Tuesday 8th June 2010 at 7pm.

The Meeting closed at 8.25pm.