

LOOE TOWN COUNCIL

MINUTES OF PROCEDURES COMMITTEE MEETING

held in the Tourist Information Centre The Guildhall, Fore Street, East Looe
on Tuesday 26th April 2011 at 7.00pm

REPORT TO COUNCIL

PRESENT

Chairman – Councillor K Smith
Cllrs D J Bryan, J R B Dingle (ex-officio)
E B Galipeau

IN ATTENDANCE

Town Clerk – Mrs A Frith

51. APOLOGIES

Apologies for absence were received from Councillors M Gregory,
Mrs E Hannaford and D Welch.

52. TO RECEIVE DECLARATIONS OF INTEREST

Councillors Bryan, Dingle and Galipeau 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.

**53. TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF
THE PUBLIC**

There were none.

54. TO REVIEW THE COUNCIL'S STANDING ORDERS

.1 Media Policy

A copy of the Wadebridge Town Council media policy had been
circulated to members. (See attached Appendix 'A').

The Chairman explained that it is necessary to have this policy, or a
similar one, included in the Council's Standing Orders and should state
that the Mayor, Deputy Mayor and relevant Chairman of Committees
only should make statements to the press in liaison with the Clerk.

In response to Councillor Mrs Hannaford's e-mail question regarding
Looe Town Council Councillors who are also Cornwall Councillors it
was agreed that it was up to those Councillors to make clear on whose
behalf they are speaking or writing.

Councillor Galipeau stated that, reference point 3.1 of the media policy
provided, it is the duty of any Councillor to campaign for what they
believe is right even if a Full Council vote disagrees with that belief.
Councillor Dingle agreed with this point of view.

After further discussion it was agreed to defer this matter until the
updated Good Councillor Guide had been received from CALC.

.2 Appendix to Financial Regulations

The Chairman explained that this document is intended to be an
appendix to the current financial regulations regarding payment of

expenses. (See attached Appendix 'B') to be included in the Council's Standing Orders.

Councillor Smith proposed that the appendix be approved, seconded by Councillor Dingle it was unanimously agreed.

.3 Outside Body Nominations

This matter was deferred to the next meeting.

.4 Mayoral Duties

The Clerk had provided various descriptions of Mayoral duties, Councillor Dingle expressed the opinion that the activities of the Mayor should be looked at as a whole.

It was agreed that Councillor Dingle, Smith and Bryan meet next Tuesday (3rd May) to discuss this matter and bring their proposals back to the next meeting.

Councillor Bryan expressed the opinion that the new Councillors should be given more responsibility, perhaps as Vice-Chairmen of Committees.

55. MATTERS FOR FURTHER DISCUSSION

.1 Working Partnership

The Clerk had expressed the opinion that efforts should be made to engage all organisations in the town in some sort of working partnership to deliver services locally.

The Committee agreed that, in principal, it is a good idea but practically difficult to implement.

Councillor Bryan suggested a social event to bring together all organisations to enhance better working relationships.

.2 Cornwall Seaside Fund

Councillor Mrs Hannaford had provided ideas that she, Councillor Toms and Jan Scroczyński (SECTA) had come up with to bid for this funding.

The Committee agreed that this needs further discussion and work and it was deferred to the next meeting.

The Meeting closed at 7.45pm.

Signed Date

Chairman of Procedures Committee