

**LOOE TOWN COUNCIL**

Minutes of the Full Council Meeting  
held in the Council Chamber, The Guildhall, Fore Street, East Looe  
on **Monday 15<sup>th</sup> August 2011 at 7.00pm**

**PRESENT**

Chairman – The Mayor – Cllr D J Bryan

**COUNCILLORS**

T Crane	W Martin
P Crossley	Mrs M Powell
J R B Dingle	K Smith
E B Galipeau	T Stacey
Mrs E Hannaford	A Toms (Deputy Mayor)
J Hoskin	

**OFFICERS**

Town Clerk – Mrs A Frith

**IN ATTENDANCE**

Sector Inspector S Gibbon – Devon & Cornwall Constabulary  
Ms Jade Farrington – Cornish Guardian Reporter  
Mr G Healey  
Mr C Clements

**60. PRAYERS**

There were none given. The Mayor stated that he hoped that the new Vicar, Rev Phillip Sharp, will become the Mayor's Chaplain after his Licensing on 5<sup>th</sup> September.

**61. APOLOGIES**

Apologies were received from Cllrs Gregory, Rothwell and Welch, also from Looe Community School and Sergeant Hall.

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

Mr Clements stated that he had received a response to his letter, regarding observation times in loading bays, from the Leader of Cornwall Council. The letter gave seventeen points as to why any changes to these times cannot be implemented.

Mr Clements asked that Looe Town Council spearhead a campaign to increase the observation times from five minutes to ten minutes and that the Mayor organise a meeting off all S E Cornwall Mayor's to start the process.

The Mayor stated that he will arrange a meeting with the other Mayor's, Cllr Galipeau requested that this matter also be referred to the Traffic Working Party Sub-Committee for discussion.

Secondly, Mr Clements asked after the progress of the Traffic Regulation Order which Looe Town Council have submitted to Cornwall Council. Cllr Toms responded that the plans should be drawn up by October ready for the Statutory Consultation.

**63. TO APPROVE THE MINUTES OF THE LAST FULL COUNCIL MEETING**

**.1 Minutes of the Meeting of 4<sup>th</sup> July 2011**

Councillor Galipeau proposed that the Minutes of the Meeting of 4<sup>th</sup> July 2011 be accepted, seconded by Councillor Dingle it was:

**RESOLVED**

Unanimously to accept the Minutes of the Meeting of 4<sup>th</sup> July 2011.

**.2 Minutes of the Meeting of the 11<sup>th</sup> July 2011**

Cllr Dingle proposed that the Minutes of the Meeting of the 11<sup>th</sup> July be accepted, seconded by Cllr Mrs Powell it was:

**RESOLVED**

Unanimously to accept the Minutes of the Meeting of the 11<sup>th</sup> July 2011

**64. TO RECEIVE DECLARATIONS OF INTEREST**

**.1 Personal Interests**

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

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 and SECTA.

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

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

**.2 Prejudicial Interest**

Councillor Dingle declared an interest in Agenda No: 15 – Nomination of a West Looe Town Trustee

**65. TO RECEIVE A REPORT FROM DEVON AND CORNWALL CONSTABULARY**

Sergeant Hall had provided a report of the crime figures since the last Full Council Meeting which was read out to Council by Sector Inspector Gibbon. (see attached Appendix 'A').

Inspector Gibbon stated that he had come to the meeting to answer concerns raised by Council regarding police absence at Council meetings and the new shift patterns. He informed Council that either Sgt Hall or P C Libby would be available to attend the Full Council meetings in September and November but not October or December, they would also be available for the Environment and Public Protection meetings in September and November and Remembrance Sunday. The 2012 shifts have yet to be arranged.

Cllr Dingle asked Inspector Gibbon for the following information:

.1 An update on the recent shoplifting incidents in Looe.

.2 What is the preferred police procedure for reporting crimes/incidents – could this be provided in writing? Inspector Gibbon will find out and report back.

.3 How much use is CCTV to the police? Inspector Gibbon responded that it is invaluable to the police provided that the camera's are high quality resolution, they not only help to detect and prosecute but are a back up for witness statements and assist public protection. In his view there are no negatives to CCTV.

With reference to our suggestion that the Town Council be a reporting point for the public for historical incidents, Inspector Gibbon stated that he is not comfortable with this as there are already numerous ways in which crimes and incidents can be reported and there could be confidentiality issues.

Cllr Dingle explained that the reason for the request was due to the numerous complaints he receives in his business premises on a Sunday morning and it was felt that it would be easier to inform the Council offices. Inspector Gibbon stated that this would help build up a case for anti-social behaviour incidents and possible extra police resources but he would prefer to deal with these incidents as and when they happen.

The Mayor thanked Inspector Gibbon for his attendance who then left the meeting.

**66. TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR WEST LOOE AND LANSALLOS**

Councillor Mrs Hannaford gave her report as per attached Appendix 'B'.

**67. TO RECEIVE A REPORT FROM THE CORNWALL COUNCILLOR FOR EAST LOOE AND ST MARTINS**

Councillor Toms gave his report as follows:

**.1 Looe Boat Owners Association**

He had attended, with Cllr Mrs Hannaford, the opening of the new steps and he congratulated the Association on their achievement.

**.2 Localism Bill**

He had recently attended a briefing meeting which had been very informative.

**.3 Neighbourhood Planning Training**

He had attended a training session, along with other Councillors, and the future looks brighter for local planning.

**.4 Marine Conservation Society**

A meeting had been held with Councillors, S W Water and the Environment Agency to discuss water quality and the reporting of it. The meeting had been very productive.

**.5 Carnival Week**

The Sheila's School of Dancing production had been excellent. He had also attended the Carnival Procession, as the Mayor was indisposed, which had been very good but the judging had been difficult.

**.6 Mercia Developments**

Approaches have been made on behalf of Tesco for a supermarket in the ten acre field opposite the school. Cllr Toms has asked for a full consultation with the town, it needs to be a totally open process, he will also ask for this to be brought to the Council as there will be many concerns raised.

**.7 Street Pastors**

Cllr Toms went out with the Street Pastors over the weekend. An e-mail received from Mr Ralph Chase was read to Council and it stated that all had gone well, flip-flops for the girls had been handed out together with spikeys and water.

There had been no unpleasant incidents. The patrols will take place fortnightly until more people are trained.

.8 Housing

The needs for social housing have been identified, a total of 307 homes. The 40 affordable homes being provided as part of the ALT 16 site are just a drop in the ocean, more needs to be done for the youngsters.

**68. TO RECEIVE A REPORT FROM LOOE COMMUNITY SCHOOL REPRESENTATIVE**

There was no report given. The Mayor reported that he had attended the end of term assembly as Tom Saddler was retiring and he has made Mr Saddler a Burgess for all the good work he has done over the years. He then presented awards to the children.

**69. MATTERS ARISING FROM THE MINUTES OF THE FULL COUNCIL MEETING**

There were no matters raised.

**70. CORRESPONDENCE**

.1 Cornwall Council – Concessionary bus fares

A consultation is taking place regarding the concessionary bus fares as the Government funding is to be reduced by £30,000. The Mayor asked if Council wished the Cornwall Councillors to take this matter up on our behalf, this was agreed. Cllr Galipeau asked if figures for local and visitor usage are available, Cllr Mrs Hannaford stated that it would be very difficult to separate the usage but Cornwall did receive a higher concession than the rest of the country.

**71. TO RECEIVE A REPORT FROM THE ENVIRONMENT AND PUBLIC PROTECTION COMMITTEE**

Cllr Crane gave the report of the Meeting of 14<sup>th</sup> July and proposed that the Minutes be accepted, seconded by Cllr Martin it was:

**RESOLVED**

Unanimously to accept the Minutes of the Meeting of 14<sup>th</sup> July 2011.

.1 Ref Min No: 16 - Lantern Procession

Cllr Mrs Hannaford stated that the Traffic Management Plan that she has done for the Making Waves Festival is available for use for the Lantern Procession.

**72. TO APPROVE THE NOTES OF THE MULTI-AGENCY GROUP MEETING**

Cllr Bryan proposed that the Minutes of the Meeting of 18<sup>th</sup> July be accepted, seconded by Cllr Mrs Powell it was

**RESOLVED**

Unanimously to accept the Minutes of the Meeting of 18<sup>th</sup> July 2011

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

Councillor Smith gave his reports of the Meetings of 28<sup>th</sup> July 2011 and proposed that the Minutes be accepted, seconded by Councillor Crossley it was:

**RESOLVED**

Unanimously to accept the Minutes of the meetings of 28th July 2011

.1 Reference Minute No: 29 – Refurbishment/Replacement of Seats

Councillor Dingle stated that this needs to be implemented and all seats should be standardised. He raised concerns that granite seats would be too expensive or not of good quality.

.2 Ref Minute No: 32 – Part Two

Cllr Galipeau asked if the content of Minutes of Part Two could be accessed by all Councillors, the Clerk was asked to ascertain whether this would be possible for those who have declared a prejudicial interest.

**74. TO APPROVE THE NOTES OF THE ACTIVE PARTNERING MEETING**

The Mayor informed that, after his meeting with other Mayor's and Cornwall Councillor Tovey it has been ascertained that the deadline for a decision of the public conveniences will not have to be made by October.

The Clerk clarified that, if the town Council take over the car park the income will go back to Cornwall Council less the cost of maintenance and upkeep paid by Looe Town Council.

The notes were unanimously approved.

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

The Chairman gave his reports of the Meetings of 1<sup>st</sup> August 2011 and proposed that the Minutes be accepted, seconded by Councillor Smith it was:

RESOLVED

Unanimously to accept the Minutes of the Meeting of 1st August 2011

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

The Chairman gave his report of the Meeting of 26<sup>th</sup> July 2011 and proposed that the Minutes be accepted, seconded by Cllr Bryan it was:

RESOLVED

Unanimously to accept the Minutes of the Meeting of 26<sup>th</sup> July 2011.

**77. TO RECEIVE A REPORT FROM THE TOWN TOURISM COMMITTEE**

Councillor Mrs Hannaford gave her report of the Meeting of the 5<sup>th</sup> July 2011 and proposed that the Minutes be accepted, seconded by Councillor Dingle it was:

RESOLVED

Unanimously to accept the Minutes of the Meeting of 5<sup>th</sup> July 2011

.1 Ref: Minute No 19 – Remit of Tourism Committee

Cllr Mrs Hannaford asked why the request for a £20,000 budget had not been put on the last Finance & Works Agenda, the Clerk explained that this Committee does not have an official financial remit in the Council's Standing Orders and that this matter needs to be referred to the Procedures Committee first for amendment, if so agreed, of the Standing Orders.

Cllr Toms asked that a letter be sent to Mr Scroczynski, who has now resigned from SECTA, thanking him for all his hard work for SECTA and for tourism whilst he was Chairman.

**78. TO RECEIVE A REPORT FROM WORKING PARTIES, SUB COMMITTEES AND OUTSIDE BODIES**

.1 Diamond Jubilee Meeting

Cllr Galipeau gave his report of the initial suggestions for the Diamond Jubilee celebrations which have been circulated to all members of the Events and Festivals Group for discussion at the next meeting on 4<sup>th</sup> October.

.2 Cornwall Seaside Towns Funding

The Mayor stated that all four Expressions of Interest have been submitted and all four have gone through to the next stage, the formal application forms are awaited.

### .3 Mayor's Meeting

The Mayor reported that he had attended a Mayor's meeting with Cornwall Councillor Tovey on 10<sup>th</sup> August in Bodmin.

All the Mayors in attendance had raised concerns about:

a) The difference between West Cornwall and S E Cornwall in terms of funding etc.

b) The speed at which Council Officer's change post which makes it difficult to build up relationships. Cllr Tovey had stated that the officer's will now stay in their posts for some time to enable these relationships to be built up.

c) The statement made by Cllr Tovey that Section 106 money will all go to Cornwall Council with only a small percentage being given back to the Town and Parish Councils with instructions on how it must be spent. Cllr Toms will investigate this issue.

d) Community Pride Officers can be part funded by Cornwall Council. The Mayor suggested that this matter is discussed by this Council. It was agreed to refer this matter to the Finance & Works Committee. Cllr Smith agreed to this with the caveat that the impact on future precept requests is borne in mind.

e) Concerns about devolution with no, or little, funding.

### .4 Planning Training

Cllr Mrs Powell gave the report of the training (see attached Appendix C)

The Mayor, who had also attended, stated that it had been very interesting, we need to establish a Neighbourhood Plan to include housing needs which will help with future planning applications.

Cllr Smith stated that development boundaries could possibly be extended to meet the needs identifies in a plan and reminded Council that Building Control is also very important.

Cllr Mrs Hannaford stated that this could be part of the next tranche of funding from the Frontrunners scheme.

## **79. TO ELECT A COUNCIL NOMINATED WEST LOOE TOWN TRUST TRUSTEE**

At this stage Cllr Dingle left the room.

The Chairman reported that Cllr Dingle's Term of Office as a Council nominated Trustee expires on 17<sup>th</sup> September 2011. He read out a letter of support for Cllr Dingle's re-election that had been received from West Looe Town Trust.

Cllr Smith proposed that Cllr Dingle be re-elected to serve as a Council nominated West Looe Town Trustee for a term of four years, seconded by Councillor Galipeau it was:

### RESOLVED

Unanimously to elect Cllr Dingle as a West Looe Town Trust Trustee to serve until 17<sup>th</sup> September 2015.

Cllr Dingle returned to the meeting and, after having been informed of his re-election, thanked Council for their support.

## **80. TO DISCUSS AND APPROVE THE LEASING OF THE BOWLING CLUB/PUTTING GREEN**

The Mayor proposed that this matter be referred to Part Two, seconded by Cllr Smith it was:

### RESOLVED

Unanimously to move this Agenda item to Part Two

**81. TO NOMINATE A COUNCIL REPRESENTATIVE TO SERVE ON THE EAST CORNWALL LOCAL ACTION GROUP**

The Mayor explained that Cllr Mrs Powell has decided to withdraw from this group as she has difficulty attending meetings.

At Cllr Dingle's request Cllr Mrs Hannaford explained the work of this group.

Cllr Galipeau proposed that Cllr Dingle be elected as the Council representative, seconded by Cllr Bryan it was:

RESOLVED

Unanimously to elect Cllr Dingle to serve as Council representative on the East Cornwall Local Action Group Steering Group.

**82. MATTERS FOR FURTHER OR URGENT DISCUSSION**

There were no matters raised.

**83. TO APPROVE THE ACCOUNTS FOR PAYMENT**

Cllr Dingle proposed that the accounts for payment as listed and amounting to £4847.67 and for the transfer of £9,400.00 to the Wages Account for July 2011 be accepted, seconded by Cllr Galipeau it was:

RESOLVED

Unanimously to approve the accounts for payment as listed for July 2011.

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The Mayor proposed that the meeting now move to Part Two, seconded by Cllr Dingle it was unanimously agreed. The Press and Members of the Public were asked to leave the meeting. (9.05pm)

**LOOE NEIGHBOURHOOD TEAM**

Sergeant 3561 Russ HALL  
Constable 3442 Helen LIBBY  
PCSO 30281 BILLING PCSO 30211 COCKS PCSO 30170 Tom BARNES  
Telephone: 01503 266173 e-mail: looe@devonandcornwall.pnn.police.uk  
Website: neighbourhoodpolicing.devon-cornwall.police.uk

**POLICE REPORT TO LOOE TOWN COUNCIL MEETING 150811 FOR THE MONTH  
OF JULY 2011**

35 CRIMES REPORTED TO POLICE OF WHICH 21 HAVE BEEN DETECTED OR THERE ARE SUSPECTS/PERSONS ARRESTED GIVING A POTENTIAL DETECTION/ARREST RATE OF 60%.

3 OF THESE OFFENCES WERE FOUND BY POLICE. (E.G. POSSESSION OF DRUGS/DRUNK & DISORDERLY/CRIMES IN PROGRESS FOUND BY PATROLS)

174 INCIDENT LOGS WERE RAISED DURING THIS PERIOD. (THIS INCLUDES ALL INCIDENTS E.G. LOST PROPERTY/STRAY ANIMALS/GENERAL CONCERNS ETC.)

A TOTAL OF 54 CRIMES THROUGHOUT THE WHOLE LOOE SECTOR WERE REPORTED

**JULY 2010 FIGURES**

**37 CRIMES REPORTED TO POLICE OF WHICH 10 WERE DETECTED OR PERSONS ARRESTED GIVING AN ACTUAL DETECTION RATE OF 32%.**

4 OF THESE OFFENCES WERE FOUND BY POLICE.

202 INCIDENT LOGS WERE RAISED DURING THIS PERIOD.

A TOTAL OF 61 CRIMES THROUGHOUT THE WHOLE LOOE SECTOR WERE REPORTED.

**SUMMARY**

**4% DROP** IN CRIME IN LOOE TOWN OVER THE SAME PERIOD LAST YEAR  
**14% DROP** IN INCIDENT LOGS OVER THE SAME PERIOD LAST YEAR  
**11% DROP** IN CRIME IN THE WHOLE OF THE LOOE SECTOR

## **CLLR EDWINA HANNAFORD REPORT TO LOOE TOWN COUNCIL 15<sup>TH</sup> AUGUST 2011**

### **CONCESSIONARY BUS PASSES**

There is going to be an enquiry day on 19<sup>th</sup> August in the style of a select committee to quiz bus operators and stakeholders to inform the debate on the possible effects of reducing the rebate to operators for concessionary bus pass usage. This meeting is open to the public and will inform the full report going to Economy Scrutiny on 7<sup>th</sup> September. Cllr Hicks has suggested the rebate is reduced from 72p to 44p. I am worried that this may mean unprofitable rural routes may be cut as a consequence. I have had representation from residents who are saying they would be prepared to make a small contribution of say 50p or £1 if that meant the service was saved. We are being told this would be illegal, but I will be asking the following question. *On which services is it possible to raise income from concessionary pass holders without breaking the law? And how much would that raise?*

### **EQUALITY MOTION**

I seconded a motion to full council that sought to ensure there was an equality of provision of services across Cornwall. This stemmed from the belief that the East of Cornwall is not treated fairly. This was debated at Corporate Resources scrutiny panel on 21<sup>st</sup> July. After a good debate members voted to recommend the motion is supported. It will now go back to Full Council for full debate with 5 recommendations.

- i. monitor the number and total salary of its employees in each area (east, west and central)
- ii. monitor its spending in each area of Cornwall by reference to the capital programme
- iii. carry out impact assessment when developing policy, deploying resources, planning events or making service reductions to ensure that the whole of Cornwall is treated equitably;
- iv Taking into account sparsity, travel distances and availability and frequency of public transport
- v. That neighbourhood and community plans could be used as a tool to scrutinise the effectiveness of resource allocation.

### **CAR PARKING TARIFF SETTING**

Cornwall Councillors have been consulted on car park tariffs for 2012/13, meeting the Chairman of the Parking Policy Advisory Panel and officers.

Although Cllr Toms had some suggestions for Riverbank which I'm sure he will report, we didn't come to any agreement about Millpool and I await some suggestions from the officers.

I was disappointed that annual permits were not part of the discussion but would be subject to a separate paper later. To me it's important the rates for local people are affordable to help with the competition for overnight spaces, balanced against not making charges too high that visitors are put off coming

I would request this an item for environment committee as soon as possible so you can influence the debate.

### **DOWNS VIEW**

After going door to door with the help of John Hickman, twice, I have managed to get 85% agreement for a contribution of around £500 per household to improve the road surface which is deteriorating fast. I am still tracking down the handful of houses which are all owned by people not living in Looe and are holiday lets or have tenants.

I have arranged a meeting on 31<sup>st</sup> August in the Social Club for residents to decide which contractor they want to use and formally form a residents association, invitation letters are going out to residents this week and I have telephoned a few to spread the message.

### **WALKING ROUTES & EVENTS & FESTIVALS KIT**

I have received the green light to make a full application to East Cornwall Local Action Group for the events and festivals and walking routes projects. Cllr Toms and I are meeting to morrow to draw up the action plan for the walking routes projects. West Looe businesses are very appreciative of the walking route project in particular.

### **COMMUNITY PRIDE OFFICER**

I have been talking to Gwinear & Gwithian Parish Council who has a Community Pride Officer who undertakes a range of activities including: Maintain all public spaces and verges free from litter, graffiti and dog-waste.

Work with Cornwall Council street-cleaning team to ensure streets and public spaces are litter and rubbish-free. Oversee contracts for footpath trimming and monitor standards. Maintain public benches in good order. Maintain public signs and notices. Report on overgrown verges, potholes, fly-tipping damage to bins. Liaise with Cornwall Council where specialist services are required, or statutory services are not being delivered. I would like to recommend that Looe Town Council possible with Lansallos Parish Council investigates this model to see if it is achievable for us.

### **WEST LOOE TRADERS**

I have been hoping that traders would form an association for some time and am pleased to report they had their first meeting 2 weeks ago which I chaired. They are producing a newsletter to circulate to other traders to hopefully bring all traders together formally to elect a committee and produce priority actions.

First indications of priorities were better signage to increase footfall, especially for Pennyland and a request for a finger post addition. They wanted more involvement in taking advantage of events like May Fayre and Torchlight procession, Christmas decorations and better promotion.

## Appendix 'C'

Attended by Armand, David B, David W and Michala

An informative training session, changes that are happening now Draft Planning Framework viewable at [www.communities.gov.uk/planningandbuilding](http://www.communities.gov.uk/planningandbuilding) which will replace 20 current documents used in planning.

Local development frameworks or local plan or neighbourhood plan which if not in place will be used to decide on applications.

One report due to go before the cabinet indicates a backlog in housing need for affordable housing with figures currently at about 40,000 houses with this figure due to increase.

At the moment the properties thought to be needed in Cornwall are to be dispersed pattern.

If you would like to look at the draft planning framework and make any comments they are still looking for views.

The local plan could split Looe into 2 parts and can allow for specifications in the type, style, areas and can even allow for garden size. This plan is also a statutory piece of paperwork and any subsequent orders are also.

There are 2 people in Cornwall to discuss the neighbourhood planning document for 213 parish's /town councils. There is currently 20,000 funding available for any area that wishes to set up there neighbourhood plan now and the next entry into this stream is 4 November this year.