

LOOE TOWN COUNCIL

MINUTES OF PROCEDURES COMMITTEE MEETING

held in the Council Chamber, The Guildhall, Fore Street, East Looe on
Wednesday 16th February 2011 at 7.00pm

REPORT TO COUNCIL

PRESENT

Chairman – Councillor K Smith
Cllrs D J Bryan, J R B Dingle,
E B Galipeau and Mrs E Hannaford

IN ATTENDANCE

Town Clerk – Mrs A Frith
Cllrs T Crane, P Crossley, J Hoskin,
W Martin, Mrs M Powell and A Toms
Mr C Clements

36. APOLOGIES

Apologies for absence were received from Councillors M Gregory and D Welch.

37. TO RECEIVE DECLARATIONS OF INTEREST

Councillors Bryan, Dingle and Galipeau declared a personal interest in any matter raised concerning East Looe Town Trust.

Councillors Mrs Hannaford and Toms declared an interest in any matter raised concerning Cornwall Council.

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

Councillor Galipeau declared a personal and possibly prejudicial interest in Agenda Item No: 3 – Mr Clements letter to Council.

38. TO RECEIVE QUESTIONS OR STATEMENTS FROM MEMBERS OF THE PUBLIC

The Chairman reminded all non Committee members and the public of their right to speak for three minutes if they so wished. There were no comments from the non- Committee members.

The Chairman invited Mr Clements to speak. Mr Clements handed out a second letter to the Committee (see attached Appendix “A”) which raised seven points he wished to have discussed and stated that, in his opinion, Councillor Galipeau was wrong to publish a letter in the Cornish Times which disagreed with the majority vote of Council.

39. TO DISCUSS MINUTE NO: 143.3 OF THE LAST FULL COUNCIL MEETING – MR CLEMENTS CORRESPONDENCE – REFERRED FROM FULL COUNCIL

The Chairman stated that it was right and proper to check the procedure to deal with this matter which he had done, obtaining guidance from CALC. He had read the letters that had been submitted from three Councillors which stated their displeasure at Councillor

Galipeau's published letter. The Chairman explained, for the benefit of the newly elected Councillors and Mr Clements, the role of CALC. The guidance received stated that, although Councillor Galipeau's action has given rise to concern, there is no course of action that can be taken by the Council as the Code of Conduct and legislation do not cover this issue. The Town Council has no recourse to take the matter further but individual Councillors or members of the public can do so through the Standards Board.

Councillor Dingle stated that this issue, according to Looe Town Council's own Standing Orders, comes under the remit of the Standards Sub-Committee and proposed that it should be referred to that Committee, this was seconded by the Chairman subject to written confirmation of the guidance received from CALC.

This proposal was carried with a vote of 4/1 abstention.

The Clerk was asked to seek further written guidance from the Society of Local Council Clerks Solicitor.

Councillor Bryan stated that he is worried that this particular Committee has only four serving members due to one Councillor being Chairman of three of the five standing committees and asked for this situation to be reviewed, he felt that there should be at least five serving members to present a balanced view.

Councillor Galipeau stated that by referring this matter to the Standards Sub-Committee all members of that Committee will have a prejudicial interest as there will only be three Councillors on that Committee, two of which are present this evening.

Councillor Mrs Hannaford stated that the guidance given is contrary to that given when complaints were made against her two years ago and asked for an explanation of the difference of procedure. The Clerk was asked to provide that information as soon as possible.

Councillor Dingle pointed out that our Standing Orders differ from the guidance given by CALC and should be amended if incorrect.

There was much further discussion and there was unanimous agreement that the Council should be open, transparent and honest and that there is a need to become a unified Council.

Councillor Mrs Hannaford agreed to circulate information regarding information from the Standards Board Review 2010 which is available online.

40. TO DISCUSS IMPLEMENTATION OF NEW COUNCILLOR TRAINING

The Chairman explained that Councillor Welch had developed a training strategy for the purpose of the Quality Town Status re-accreditation application which should now be implemented as Council has new Council members.

As Cornwall Council are no longer offering training for the Code of Conduct it was agreed that CALC be asked to carry this out for Looe Town Council and offer it to all local parishes also.

Councillor Dingle proposed that the Clerk be asked to ascertain the cost and arrange a date, seconded by Councillor Bryan it was unanimously agreed.

Councillor Toms stated that there are booklets available at Cornwall Council which are aimed at new Councillors and he will obtain some for distribution.

The Chairman asked the new Councillors present what sort of training they felt they needed and to let the Clerk know. Some of the more senior Councillors could also give informal training on procedures at meetings etc if the new Councillors thought it would be of benefit to them.

It was also agreed that all Councillors should receive refresher training, particularly for planning matters.

41. MATTERS FOR FURTHER OR URGENT DISCUSSION

The Chairman explained the reason for this Agenda item and that it is for information only at this stage. Matters raised will be put on future relevant Agenda's if necessary.

.1 Mr Clements letter of 16th February 2011 - .5 & .6

It was agreed that these points will be put on the Agenda for the next Procedures meeting for discussion.

.2 Press Releases

Councillor Galipeau stated that this should be an Agenda item for Full Council meetings. It was agreed to put this on the Agenda for the next Procedures meeting.

.3 Committee Membership

Cllr Bryan requested that this matter be put on the Agenda for the next Procedures meeting to determine how many Committees a Councillor can sit on. This was agreed.

The Meeting closed at 8.40pm

Signed Date
Chairman of Procedures Committee

Appendix 'A' can be viewed in the Council Offices.