

**MINUTES OF THE DEVOLUTION COMMITTEE MEETING  
HELD ON TUESDAY 27TH NOVEMBER 2018 IN THE TOURIST INFORMATION  
CENTRE, THE GUILDHALL, FORE ST, EAST LOOE PL13 1AA**

**PRESENT:**

Cllrs A Toms, R Hendy, D J Bryan, J Lundy, Mrs M Powell,  
Mrs B Richardson and Mrs Sullivan

**IN ATTENDANCE**

Mrs A Frith – Town Clerk

		<b>ACTIONS</b>
15.	<p><b><u>APOLOGIES</u></b> Apologies were received from Cllrs T Crane, P Penhaligan, J Dingle, M Gregory, C Rose, D Welch and Mrs E Hannaford.</p> <p><b><u>ABSENT</u></b> Cllr M Smith.</p>	
16.	<p><b><u>TO APPROVE THE MINUTES OF THE MEETING OF 12<sup>th</sup> NOVEMBER 2018</u></b> Cllr Hendy proposed that the Minutes of the meeting of 12<sup>th</sup> November 2018 be approved, seconded by Cllr Toms it was: <b><u>RESOLVED</u></b> Unanimously to approve the Minutes of the above meeting.</p>	
17.	<p><b><u>MATTERS ARISING FROM THE MINUTES OF THE MEETING OF 12<sup>th</sup> NOVEMBER 2018</u></b> There were no matters raised.</p>	
18.	<p><b><u>TO RECEIVE UPDATES FROM ALL TASK GROUPS EXCLUDING THE RESTRUCTURING OF STAFF</u></b> Cllr Hendy handed out copies of the work plan so far and stated that the biggest problem is the legal documents, time is running out. There were no updates from the Task Groups.</p>	
19.	<p><b><u>TO REVIEW THE NOTES FROM THE LAST MEETING WITH CORNWALL COUNCIL HELD ON 14<sup>th</sup> NOVEMBER 2018</u></b> The notes were reviewed and Cllr Hendy informed that feedback regarding Sonia's Cafe is expected tomorrow.</p>	

20.	<p><b><u>TO REVIEW AND COMMENT OF THE DRAFT HEADS OF TERMS,</u></b></p> <p><u>.1 Freehold Heads of Terms</u> The Committee reviewed the draft Heads of Terms and some issues were raised, these will be taken to the Meeting with Cornwall Council the following day.</p> <p><u>.2 Agreement for the Provision of Library and Information Service – Heads of Terms.</u> The Committee reviewed the documents provided and a lot of issues were raised and clarification needed, these will be taken to the meeting with Cornwall Council the following day. Cllr Hendy stated that we need to comply with Cornwall Council’s complaints policy and review all our policies to see if we are lacking any. We will also need an annual review of all personnel.</p> <p><u>.3 Memorandum of Understanding – Car Park</u> The Clerk was asked to ask if an extension to this document could be granted until Cornwall Council have re-designed the car park.</p>	
21.	<p><b><u>DATE FOR NEXT MEETING</u></b> Tuesday 11<sup>th</sup> December 2018, if required.</p> <p>The Meeting closed at 8.20pm.</p>	

Signed .....

Date .....