



# *LOOE TOWN COUNCIL*

## *KONSEL TRE LOGH*

The Guildhall, Fore Street, East Looe PL13 1AA  
Tel: 01503 262255

2<sup>nd</sup> October 2019

To the Members of the Library and Community Hub Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

You are hereby summoned to attend a Meeting of the Library and Community Hub Committee to be held in the Tourist Information Centre, The Guildhall, Fore Street, East Looe PL13 1AA on:

**Wednesday 9<sup>th</sup> October 2019 at 7.00pm**

Yours faithfully

*Chris Harris*

**Interim Town Clerk**

## AGENDA

1. To Receive Questions or Statements from Members of the Public
2. To Receive Apologies
3. To Receive Declarations of Interest
4. To Resolve to Approve the Minutes of the Meeting held on 22<sup>nd</sup> July 2019  
(Minute Nos 11 – 26 inc)
5. Matters Arising from Meeting held on 22<sup>nd</sup> July 2019
6. To Update on Pop-Up TIC
7. To Update on Community Hub (refurbishments timetable, temporary service cover and summer reading challenge)
8. To Update on Recruitment Process
9. To Discuss a Meeting with Looe Development Trust over Future Relationship
10. To Review Work Programme and Priorities
11. To Update on Tasks:
  - Cllr Powell – Communication, Website, Social Media
  - Cllr Penhaligan – Disability Looe Initiative
  - Cllr Richardson – Events and Activities Programme
  - Ms Banks – Collate Community Groups and Identify Gaps and Friends of Looe Library Expressions of Interest
  - Cllr Hannaford – Develop Signage Proposals
12. To Discuss Out of Hours Library Key Holders
13. To Consider Looe Guide Production 2020
14. To Discuss Youth Big Conversation
15. To Discuss New Year's Eve Road Closure
16. To Discuss VE Day 2020
17. To Discuss Mayflower 400 for Looe
18. To Discuss Key Messages Communication
19. To Discuss Recommendations to Other Committees
20. Matters for Further Discussion
21. Date for Next Meeting – Scheduled for 20<sup>th</sup> November 2019
22. To Move the Meeting to Part Two

### **PART TWO**

23. Future of Visitor Information Service and Staffing Requirements

**NOTE: If any person (Councillors or members of the public) have any questions, correspondence or wish to make representation the Clerk must be notified by noon on Monday 7<sup>th</sup> October 2019.**

**Please ensure all Confidential and Pink Papers are returned to the Clerk immediately after this meeting, thank you.**

**This meeting has been advertised as a public meeting and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, we cannot guarantee this, especially if you are speaking or taking an active role.**