



LOOE TOWN COUNCIL

MINUTES of a meeting of Looe Town Council held on Monday 9th September 2019 at 7.00 pm in the Guildhall, Fore Street, East Looe.

PRESENT: - Councillor M Gregory (Town Mayor), Mrs. B Richardson, T Crane, Mrs. E Hannaford, J Newman, P Penhaligan, Mrs. V Sullivan plus the Interim Town Clerk also in attendance.

Open Forum

There were no questions from members of the public.

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| <p>42-19 Apologies for Absence Apologies for absence were submitted on behalf of the Councillor C Rose (Deputy Town Mayor), Councillors D Bryan, J Dingle, J Lundy and Mrs. M Powell and the Reverend Sharp.</p> | |
| <p>43-19 Declarations of Interest relating to items on the Agenda Non-Registerable Interests (NRI) were declared by Councillor A Toms – All matters relating to Cornwall Council as being a member. All matters relating to the Looe Harbour Commissioners – As a Commissioner.</p> | |
| <p>44-19 Minutes of the previous meeting It was resolved (Proposed by the Town Mayor and seconded by Councillor A Toms) seconded), that the minutes of the meeting, held on Monday 8th July 2019, the extraordinary meeting held on Tuesday 6th August 2019 (Proposed by the Town Mayor and seconded by Councillor A Toms) and the Devolution Committee held on Thursday 25th April 2019 (Proposed by Councillor A Toms and seconded by Councillor Mrs V Sullivan) are taken as read, confirmed and signed by the Chairman subject to the deletion of Kate Kennally and insertion of Councillor J German in minute 33 and the deletion of the number 4 and insertion of the number 14 in minute 38.</p> | |
| <p>45-19 Mayors Communications The Town Mayor briefed members on his report firstly praising the Library Working Group and then announcing the Library Hub Manager has been appointed. The Mayor advised members on the recruitment process in response to questions from Councillors T Crane and A Toms. The Mayor announced that the Staffing Committee would meet on Wednesday 11th September to discuss the future staffing structure. Members also considered the Deputy Town Mayor's report Both reports are appended to these minutes.</p> | |
| <p>46-19 Police Report In the absence of the police there was no report to present. In reply to Councillor T Crane's observation that the response to the non-emergency number is slow, Councillor A Toms commented that as a result of not reporting crimes because of issues with the response, crime appeared to be low in the town and that influenced the number of police officers. Even crimes captured on CCTV footage are going unreported. It was suggested</p> | |



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| <p>that the website and social media contain links to the police in an effort to encourage crime reporting.</p> | |
| <p>47-19 Cornwall Councillors Reports a) East Looe – Councillor A Toms: - Councillor Toms presented the report that was noted and appended to these minutes. Councillor P Penhaligan observed that the Shutta would be closed for around 3 months without any consultation having been undertaken with local residents. In response, Councillor Toms acknowledged the problems caused by the gas repairs and that the company concerned were reconsidering their methodology. This has been reported to Cornwall Council and more engagement would be undertaken. Pedestrian access was also discussed. b) West Looe – Councillor Mrs E Hannaford: - Councillor Mrs Hannaford presented the report that was noted and is appended to these minutes.</p> | |
| <p>48-19 Looe Academy In the absence of a representative there was no report to present. Councillor P Penhaligan apologised on behalf of the academy reminding members that the Academy had only just returned from the summer holiday and would re-engage when the school terms is underway.</p> | |
| <p>49-19 Matters arising from the minutes None.</p> | |
| <p>50-19 Correspondence a) D Holford – Condition of West Looe Hill Noted. Councillor Mrs. E Hannaford advised the meeting that roads are inspected weekly and as the local Divisional member, would take this matter up with the local Highways manager and request a response for the resident. b) Appointment of Council representative on West Looe Town Trust Receipt was reported of a letter from the West Looe Town Trust informing the Town Council that the term of office of the current incumbent was to expire. After considering the matter it was resolved (Proposed by the Town Mayor and seconded by Councillor A Toms) that Councillor J Dingle is reappointed as the Council representative to the West Looe Town Trust.</p> | <p>Cllr Mrs E Hannaford</p> <p>Clerk</p> |
| <p>51-19 Polean Master Plan Funding It was confirmed that match funding of £25-25,000 had been agreed provided that the other Trusts had signed up. Councillor Mrs. Hannaford advised that the Memorandum of Understanding (MOU) has indicated that Cornwall Council will contribute £10,000, Looe Town Council £5,000 and Locality a further £5,000. Councillor Mrs. Hannaford further advised that the other organisations are supportive but have not fully understood the MOU. It was suggested that the project coordinator Steve BESFORD-FOSTER would be contacted to discuss this matter further.</p> | |
| <p>a) Youth Council and Youth News Councillor P Penhaligan updated members on the Youth Council drawing attention to the Big Conversation lunch, the initiative for the town’s 11-17 year olds. There are two events at the</p> | |



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| <p>Admiral Boscarn Nightclub (First Floor – no lift) and also at the Millpool Centre. Other information was also promulgated events. Members noted the report. Councillor Penhaligan also updated members on the Youth News. Members were advised that this matter would be discussed further at the Library and Communications Committee.</p> | |
| <p>52-19 Correspondence. None.</p> | |
| <p>53-19 Accounts for payment The accounts paid during June and July were presented to members for perusal. Councillor T Crane sought to understand the background on Library payments. Councillor Mrs E Hannaford explained that agency staff had been engaged to cover staff holidays. The Interim Clerk advised that payments should be approved by Council in advance of payment (other than those delegated by the scheme of delegation and direct debit). The accounts presented had previously been paid during the months in question. It was resolved (Town Mayor proposing and Councillor Mrs E Hannaford seconding) that the June and July payments are accepted and adopted by Council.</p> | |
| <p>54-19 Management Accounts The Interim Clerk/RFO advised that the management accounts are to be presented at a later time as the cash book is not up to date. Following a query from the external auditor, the end of year reconciliation and accruals have to be reviewed that would affect the management accounts.</p> | |
| <p>55-19 Date of next meeting Monday 14th October 2019.</p> | |
| <p>56-19 Any Business that has been disclosed to the Mayor and members prior to the meeting</p> <ul style="list-style-type: none"> ➤ Councillor Mrs. E Hannaford drew attention to the Library and car park signage. After presenting the report and given the paucity of time it was resolved (Mayor proposing and Councillor Mrs. E Hannaford seconding) that this matter is delegated to the Policy, Strategy and Finance Committee for further discussion and for a decision) ➤ The Mayor spoke on an invite to the Rotary Club | <p>PSF Committee</p> |
| <p>57-19 Skateboard Park and Drug Issues in Looe Given the sensitive and confidential nature of the report it was resolved to take these items with the public and press excluded.</p> | |



58-19 Exclusion of the Public and Press

It was **resolved** (the Town Mayor proposing and Councillor P Penhaligan seconding) that the public and press are excluded from the meeting as the two items to be discussed were sensitive and confidential (Public Bodies (Admission to Meetings) Act 1960 1(2)). The two items are appended to these minutes and marked confidential.

Meeting Closed at 8.35 pm.....Town Mayor.