

**LOOE TOWN COUNCIL**  
**KONSEL TRE LOGH**

Looe Library and Community Hub,  
The Millpool, West Looe PL13 2AF  
Telephone: 01503 262255  
Clerk to the Council Mel Colton-Dyer  
VAT Reg: 381 5093 50



8<sup>th</sup> January 2020

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

Ladies and Gentlemen

You are hereby summoned to attend a Meeting of the Library and Community Committee to be held in the Council Chamber, First Floor, Looe Library and Community Hub, The Millpool, West Looe PL13 2AF on:

**Wednesday 15<sup>th</sup> January 2020 at 7.00pm**

Yours faithfully

A handwritten signature in black ink, appearing to be "MCD", written over a faint horizontal line.

**Mel Colton-Dyer**  
**Commercial Strategy Director and Town Clerk**

The Chairman will advise those present of housekeeping matters

Presentation by Tri-Service Safety Officer, Phil Whittingham

### **AGENDA**

1. 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 27<sup>th</sup> November 2019 (Minute Nos 49 – 61 inc)
5. Matters Arising from the Meeting held on 27<sup>th</sup> November 2019
6. Correspondence
7. Community/Social
  - Big Conversation Update
  - Disability Confident
8. Library
  - Manager's Report, Operational Update, Staffing Options, volunteering
  - Events and Activities
  - Communication
9. Visitor Information
  - Manager's Report
  - Options Report
  - Winter Activities
  - Events and Activities
10. To Discuss Recommendations to Other Committees
11. To discuss Communication of Key Messages
12. Matters for Further Discussion as Determined Urgent by the Chairman
13. Date for next meeting – Scheduled for Wednesday 11<sup>th</sup> March 2020

**NOTE: If any person (Councillors or members of the public) have any questions the Clerk must be notified by Friday 10<sup>th</sup> January 2019.**

**If any member of the public wishes to attend this meeting please notify the Town Council office by midday on Friday 10<sup>th</sup> January 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.