



**LOOE TOWN COUNCIL
KONSEL TRE LOGH**

**MINUTES OF THE MEETING OF LOOE TOWN COUNCIL
Held in
The Council Chamber, Looe Library and Community Hub, The Millpool**

9th January 2023 at 6.00pm

REPORT TO COUNCIL

PRESENT: Cllr Tony Smith, Deputy Mayor (TS)
Cllr Simon Barker (SB)
Cllr Wayne Edwards (WE)
Cllr Jasper Graham-Jones
Cllr Martin Gregory (MG)
Cllr Stephen Remington (SR)

IN ATTENDANCE: Karen Vaughan – Deputy Clerk (DC)
Simon Ryan – Three Seas project
Cllr Edwina Hannaford (EH) joined the meeting (via Teams)

Members of the public: Mrs Elke Graham-Jones

| | | ACTIONS |
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| | Welcome: The Deputy Mayor welcomed everyone to the meeting and introductions were made for new Councillor, Jasper Graham-Jones and Simon Ryan. | |
| 72. | To Receive and Consider Apologies Apologies were received and accepted from Cllr Michala Powell, Cllr Jon Holmes, Cllr Leo Long, Cllr James Lundy and Cllr Armand Toms (AT). It was noted that Kieron Wild had resigned from Looe Town Council. | |
| 73. | To Receive Declarations of Interest: None received | |

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| 74. | <p>To Receive Questions or Statements from Members of the Public: Mrs Graham-Jones asked whether there was a need for language tuition for the Ukrainian refugees living in Looe and was advised that this was not managed by Looe Town Council. DC offered to put her in touch with the tutor providing this service on behalf of Cornwall Council.</p> | DC pass on details |
| 75. | <p>To Resolve to Approve the Minutes of the previous meeting of Looe Town Council held on 21st November 2022 Several amendments were requested to the minutes of previous meeting and it was agreed that these would be re-presented for approval at next Full Council.</p> | DC to amend and Agenda |
| 76. | <p>To Resolve to Approve the Minutes of the Services & Asset Management Committee meeting held on 31st January 2022 which could not be approved by Committee due to changes in membership Councillors discussed the reason for minutes coming to Full Council for approval and considered changes in committee membership. Attendees from the SAM meeting were not available to propose and second this resolution so it was agreed to carry forward to next Full Council.</p> | DC add to Agenda |
| 77. | <p>To Receive an Update and Questions from Looe Police Officers PCSO Billings had sent apologies to the meeting due to having Covid and no written report was available.</p> | |
| 78. | <p>To Receive a Presentation on proposals for Looe Coastguard Flats and to Resolve Looe Town Council's support for the project The Chair invited Simon Ryan (SR) to present information about Three Seas (3C) and the proposals for Looe Coastguard Flats. Simon gave a presentation (copy available) to explain origins of 3C; background and experience of those involved; proposal for this site, and requests from Looe Town Council at this stage. Questions were invited and points raised included:</p> <ul style="list-style-type: none"> • Whether proposed grant funding would impact LTC cashflow – confirmed no. • Amount of match-funding available from Cornwall Council – SR discussed proposed costing for first phase and advised that Cornwall appeared in favour but had not formally confirmed. • Whether properties could be sold on, sub-let or rent inflated over time – confirmed contract would be in place to prevent selling on or sub-letting, and that rent would be affordable, benchmarked to rate of local housing allowance. • Time/resource needed from Councillors and Officers – confirmed would work together and project would request what was needed as it progressed. • Whether Cornwall Council had put a stop to selling the flats on open market – advised not confirmed but assurance had been given to SR. | |

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| | <p>Councillors thanked SR for an impressive presentation about the charity's model and for his enthusiasm to deliver the project in Looe. It was resolved to support the 3C project proposal and to:</p> <ul style="list-style-type: none"> • Send a letter of support to Cornwall Council; • Help to promote the project within the community; • Submit lottery funding application for £10,000 to contribute to project; • Provide support to the project from Officers and Councillors. <p>Proposed by Cllr Remington, seconded by Cllr Barker, Carried 5 for / 1 abstention.</p> <p>Simon Ryan left the meeting.</p> | <p>DC draft letter and follow up other actions to support project</p> |
| <p>79.</p> | <p>To Receive Questions on the Update Report from the Deputy Clerk The Chair checked that Councillors had read written report from DC which had been made available prior to the meeting, and asked DC to highlight key points. These were:</p> <p>Actions Table – DC stated that she was still working through files and correspondence to establish whether some previous resolutions of Council had been completed. It was agreed that the actions table should be circulated to all Councillors for individual feedback to DC.</p> <p>Correspondence Received –</p> <ol style="list-style-type: none"> a) CC Youth Provision Review – it was agreed that LTC could not provide much detail to inform this review and that it should be sent to Boundless Trust in Looe; b) Correspondence noted from SWW about water testing in Looe; c) DC raised issue about individual Councillors responding to communications on behalf of LTC and confusion of members of the public about roles was discussed. It was confirmed that: <ol style="list-style-type: none"> i. Town Councillors without other elected roles must not respond as an individual Councillor; ii. Those with dual LTC/Cornwall Council roles could legitimately correspond as a Cornwall Councillor but, where LTC issues were concerned, should acknowledge receipt and forward to Mayor/Clerk for response. <p>It was agreed that the Deputy Mayor would remind all Councillors of these protocols.</p> <p>Events – DC reminded Councillors of forthcoming events for Mayor's Charity which Officers were supporting with admin, resources and promotion activities. The Council thanked all Officers, staff and Councillors who had worked on the programme of Christmas events in Looe and helped to make the town special over festive period.</p> | <p>DC send to TS for circulating</p> <p>DC send to Boundless</p> <p>TS e-mail all Councillors</p> <p>DC pass on to officers and staff</p> |

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| 80. | <p>To Receive Questions on reports from Cornwall Councillors No reports were available on this occasion</p> | |
| 81. | <p>To Receive Questions on reports and current priorities from Council Committees: Library & Community Hub – report noted and no questions raised Planning – report noted and no questions raised Policy & Strategy – report noted and no questions raised Services & Asset Management (SAM) – Cllr Gregory reported that there was no update at this state Finance – Internal audit report was noted and no questions raised</p> | |
| 82. | <p>To Resolve to Approve the budget proposed by Finance Committee and to Set the Precept for the Financial Year 2023/24 Cllr Barker referred members to the budget paper in shared folder and stated financial requirements of Town Council including Reserves, key items of expenditure and other current unknowns. He explained the options considered by Finance Committee in developing the recommended budget and confirmed that advice had been taken from Cornwall ALC about spending reserves.</p> <p>The Chair thanked Finance committee and the RFO for their perseverance in developing budget and the information presented to this meeting and comments sent in by Cllr Lundy were noted. It was resolved to adopt the budget for 2023/24 V4 as presented including precept demand of £461,590. Proposed by Cllr Remington, seconded by Cllr Graham-Jones. All in favour</p> | <p>RFO notify CC RFO/DC draft press release for approval of SB</p> |
| 83. | <p>To Receive an Update on Town Team No update available at meeting</p> | |
| 84. | <p>To Resolve to Submit a Response to Cornwall Council’s Public Consultation about a Mayor for Cornwall and Local Devolution Deal Councillors noted that Looe Town Council had not been invited to participate in this but that individual members could respond to the public consultation directly and DC was asked to re-circulate link.</p> <p>It was agreed that a submission from LTC would be decided at such point that the Council was invited to respond.</p> | <p>DC send link to all ALL respond</p> |
| 85. | <p>To Resolve to Write to Mrs Sheryl Murray, MP, Concerning Water Pollution in Looe The issue of water pollution was discussed and Cllr Gregory stated that there was previously a multi-agency group in Looe which was effective in ensuring clean, safe bathing water but members had not met for 3 or 4 years. Councillors agreed that reinstating such a group would be more effective than a letter to MP and asked DC to begin discussions with other organisations about this.</p> | <p>DC contact ELTT and progress</p> |

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| 86. | <p>To Resolve to Submit Comments on the Review of Community Network Panels (CNP)</p> <p>It was noted that Cornwall were seeking to reduce the number of CNPs and some Councillors expressed a view that the proposed groups would prove too large to address local issues effectively. It was resolved to ask Cllr Lundy to draft a response to the review for agreement by other Councillors via e-mail circulation. Proposed by Cllr Barker, seconded by Cllr Remington. All in favour.</p> | JL draft and circulate response |
| 87. | <p>Part 2 - Exclusion of members of the press and public</p> <p>To Resolve that under S1(2) of the Public Bodies (Admission to Meetings) Act 1960 that the public and press be excluded from the meeting for the following item as it involves the likely disclosure of confidential information.</p> <p>It was resolved to move to Part 2, proposed by Cllr Smith, seconded by Cllr Barker. All in favour. Mrs Graham-Jones left the meeting.</p> <ul style="list-style-type: none"> • To receive update from Chair of Finance about court claim and to resolve further action <p>Cllr Barker explained that this related to non-payment of rent by a previous tenant of the Council who had now left the area and there remained a County Court Judgement on file. It was resolved to delegate this matter to Finance Committee to agree follow up action. Proposed by Cllr Smith, seconded by Cllr Barker. All in favour.</p> <ul style="list-style-type: none"> • To receive an update from Staffing Committee <p>Cllr Smith informed Council that a specialist recruitment agency had been appointed to recruit a new Town Clerk and that Staffing Committee also proposed to appoint a Locum until the post was filled by a suitably qualified and experienced person. Discussion ensued about the cost of this and, particularly, payment of expenses to a locum from outside of the area. It was agreed that Staffing Committee would monitor the level of expenses and that Cllr Smith would contact Cornwall Association of Local Councils for advice about local availability of Clerks prior to appointing from a national provider.</p> <ul style="list-style-type: none"> • To review Leave of Absence for Cllr Hannaford <p>DC explained that the 3-month period of absence previously approved by Council had now expired and that EH had proposed a further 2-month leave of absence, subject to improvements in her health. It was resolved to approve a further leave of absence for Cllr Hannaford until 25 February 2023. Proposed by Cllr Smith, seconded by Cllr Remington. All in favour</p> | <p>RFO add to Finance Agenda</p> <p>TS contact CALC</p> |

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| | <ul style="list-style-type: none"> • To receive an update on progress of the Working Group established to take forward the Business & Learning Hub project <p>Cllr Remington referred members to the update paper made available prior to meeting and to written statement from Cllr Toms about this item. SR shared recommendations of the Working Group which were to do as much as possible in readiness for funding applications which would not incur significant financial risk. He explained that main costs would be reports for planning application but that these would be needed for the site at some stage regardless of whether the Hub project progressed. Use of residual Town Vitality funding and/or Community Infrastructure Levy income for this purpose was discussed and SR confirmed that the Working Group would be identifying reports needed and seeking to minimise costs of these as far as possible.</p> | |
| | <p>Date of next meeting: Monday 20th February 2022</p> | |

The meeting closed at 8.20 pm.

Signed

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