



**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**

20th February 2023 at 6.00pm

PRESENT: Cllr Tony Smith, Deputy Mayor (TS)
Cllr Simon Barker (SB)
Cllr Martin Gregory (MG)
Cllr Jon Holmes (JH)
Cllr Leo Long (LL)
Cllr Stephen Remington (SR)
Cllr Armand Toms (AT)

IN ATTENDANCE: Steve Milton – Locum Clerk (LTC)
Lucy George-Foster - Business Development Officer (L G-M)
The Mayor, Cllr Edwina Hannaford (EH) joined the meeting (via Teams)

Members of the public: There were no members of the public present.

		ACTIONS
	Welcome: The Deputy Mayor welcomed everyone to the meeting and introduced Steve Milton, the Locum Town Clerk who was assisting the Council with the appointment of a permanent Clerk.	
88.	To Receive and Consider Apologies Apologies were received and accepted from the Mayor Edwina Hannaford, Cllr Michala Powell, Cllr James Lundy and Cllr Jasper Graham-Jones.	LC to check attendance of members and notify the Council of any action required.
89.	To Receive Declarations of Interest: Cllr Toms declared his interest as a member of Cornwall Council, a trustee of Looe Development Trust and as a Harbour Commissioner. Cllr Homes declared his interest as an allotment tenant. No matter relating to this interest was discussed.	

90.	<p>To Receive Questions or Statements from Members of the Public: No questions were submitted.</p>	
91.	<p>Minutes of previous meetings</p> <p>RESOLVED: that:</p> <ol style="list-style-type: none"> 1) The minutes of the meeting of Looe Town Council held on Monday 9th January 2023, be approved as a correct record and signed by the Chair 2) The minutes of the meeting of Looe Town Council held on Monday 21st November 2022, be approved as a correct record and signed by the Chair 3) The minutes of the meeting of Services & Asset Management Committee of LTC held 31 Jan 2022, be approved as a correct record and signed by the Chair 	
92.	<p>To Receive an Update and Questions from Looe Police Officers There were no police officers present</p>	
93.	<p>To Receive Questions on Update Report from Town Clerk The Council noted those matters set out in the report of the Locum Town Clerk (previously circulated).</p> <p>The Council considered the request from Tamar Toll Action Group for support for its campaign to abolish the tolls on the Tamar Bridge and Ferry.</p> <p>RESOLVED: that Tamar Toll Action Group be informed that Looe Town Council supports its campaign provided the Government commits to meeting the full cost of maintaining the Tamar Bridge in perpetuity.</p>	DC to send the response.
94.	<p>To Receive Questions on reports from Cornwall Councillors The Council noted the following reports (previously circulated):</p> <ul style="list-style-type: none"> • East Looe – Cllr Toms • West Looe – Cllr Hannaford <p>Councillor Hannaford requested that the Council consider the Looe Flood Defence scheme and agree its position as the scheme progresses. The Council discussed the devolution of land from Cornwall Council for the provision of a wheeled sports facility at Millpool. It was agreed that Cllr Barker would liaise further with The Boundless Trust to understand how the Council may take this forward.</p>	DC to include on next Council agenda SB to speak with Boundless Trust

95.	<p>To Receive Questions on reports and current priorities from Council Committees:</p> <p>The Committee received and noted reports from the following committees:</p> <ul style="list-style-type: none"> • Finance Committee – Simon Barker • Library & Community Hub Committee – Jon Holmes • Planning Committee – James Lundy • Policy & Strategy Committee – Tony Smith • Services & Asset Management Committee – Martin Gregory • Staffing Committee – Tony Smith 	
96.	<p>To Receive an Update from the Town Team</p> <p>The Council received a report on the progress made with the Visit Looe website and brand campaign. Members welcomed the ongoing work with local businesses and other partner organisations that was beginning to deliver positive outcomes for the Town. Members paid tribute to the team for their hard work in building the brand. The re-launch of the Looe Food Festival was welcomed.</p> <p>The Council welcomed the report submitted by the Community Hub Manager and requested its thanks be passed on to the staff for their hard work and dedication.</p>	<p>EH undertook to provide the results of the recent business survey to L G-M to ensure issues are effectively coordinated.</p> <p>LTC to pass on the Council’s thanks to staff.</p>
97.	<p>To Resolve to write-off small claims debt as recommended by Finance Committee</p> <p>RESOLVED: that irrecoverable debts in the sum of £1,650 be written off.</p>	<p>RFO to write off the debts.</p>
98.	<p>To Resolve whether to install a second water fountain in East Looe</p> <p>The Council considered this matter and expressed a preference for the second water fountain to be sited on the West Looe side of the estuary.</p> <p>RESOLVED: that this matter be referred to the Services and Asset Management Committee for final decision.</p>	<p>DC to include on next SAMC agenda.</p>
99.	<p>To Resolve to Approve updated Risk Register of Looe Town Council</p> <p>RESOLVED: that the Looe Town Council Risk Register 2023/24 (previously circulated) be adopted.</p>	<p>DC to upload to the Council website.</p>
100.	<p>To Resolve to purchase a stock of souvenirs of King Charles III coronation for Looe</p> <p>The Council considered the report of the Deputy Clerk.</p> <p>RESOLVED: That a stock of sustainably sourced reusable drinking bottles be purchased for the primary school children of Looe to celebrate the coronation and promote the Visit Looe brand. Surplus bottles to be made available to residents subject to a donation to the Mayor’s charity.</p>	<p>DC to place an order in time for the coronation.</p>

101.	<p>To Resolve to renew lease with Cornwall Council for Patient’s Car Park, Station Road The Council considered the renewal of the existing lease.</p> <p>RESOLVED: that Cornwall Council be informed that Looe Town Council wishes to renew the Station Road lease provided this is included within the Cornwall devolution arrangements and that no charges are imposed as previously agreed with officers of Cornwall Council.</p>	LTC to inform CC of this decision.
102.	<p>Part 2 - Exclusion of members of the press and public 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>102a. Business and Learning Hub: The Council received an update from Cllr Remington on progress of the Working Group established to take forward the Business & Learning Hub project. It was noted that the bank at the rear of the site in the ownership of Cornwall Council would need to be stabilised prior to any works on site.</p> <p>RESOLVED:</p> <p>(1) that Cornwall Council be requested to undertake stabilisation works to the bank to the rear of the site to alleviate risk to the existing buildings and car park on the site and to facilitate the development of the proposed Business and Learning Hub; and</p> <p>(2) that £70k be drawn down from ear-marked reserves to fund the preliminary work and business plan associated with the learning hub project and that the Clerk and RFO be granted delegated authority to release these funds following consultation with members of the Business and Learning Hub Working Group.</p> <p>102b Highway Issues in East Looe Councillor Toms provided an update on the ongoing issue of highway damage at Station Road and Sandplace Road in East Looe. The Council welcomed the progress and thanked Cllr Toms for his continued efforts to secure a long term solution.</p>	<p>LTC to submit this request to CC</p> <p>DC to include on next WP agenda,</p>
	<p>Date of the next meeting: Monday 17th April 2023</p>	

The meeting closed at 7.50 pm.

Signed

Date.....