

Report to Looe Town Council for meeting on 20th February 2023

Produced by Locum Clerk and Deputy Town Clerk (acting Proper Officer)

This report sets out actions taken as a result of previous Council meetings and provides an update on other key issues for the information of Councillors. **Any items requiring advice or agreement are highlighted in bold, red text within this document.**

Min	Action Required	By Who	Progress/proposal
061	The date referred to in the Camper Van item (2023) should be 2022 in respect of the recently passed season.	APO	Completed
062a	More volunteers are needed for the Community speed watch, Cllr Smith suggested that a link to the national website should be published on Looe Town Council website, to advertise this.	APO	Scheduled Jan 2023
062b	Cllr Toms to give Cllr Smith the email address for Police Inspector to contact re NYE celebrations in Looe.	AT	Completed
063	Cllr Wilde help with adding membership packages to VL site	KW	
064a	Town Team to be on FC agendas	DC	Completed
064b	Investigate options for NYE street marshalls/signage	DC	Completed
064c	Cllr Contact details on website	ALL	Completed
067a	Cllr Smith approach WE about representation on Rame Peninsula Transport Group	TS	
067b	Accessibility Project - meeting with Access Cornwall.	MP	
067c	Food Bank and CAB details to be added to LTC website	APO/DC	Scheduled Jan 2023
068	Approval of Jan 2022 SAM minutes - carry forward to next meeting of Full Council	DC	Jan agenda
070	Send an email expressing support for the concept of a local Theatre Bus.	DC	Completed
071a	Good Growth funding - set up system within account for VAT purposes to manage interim payments for work	RFO	Ongoing
071b	Cllr Lundy to contact R Freer to appoint him for work	JL	Completed
78	Looe Coastguard Flats : DC draft letter and follow up other actions to support project	DC	Completed
82	Budget and Precept	RFO	Precept demand submitted to CC
84	Cornwall Devolution Deal	DC	CC consultation event arranged.
85	Water Pollution	DC	Representation sent to MP
86	Review of Community Network Panels (CNP)	JL	Representation submitted

Other Items for Information:

CORRESPONDENCE RECEIVED

- a) Tamar Toll Action Group requesting support for their campaign to abolish the tolls on the Tamar Bridge and Ferry. **Does Council wish to submit a response?**
- b) Parking Charges – correspondence regarding the proposed increase and the impact on businesses in particular and noting ongoing consultation.
- c) Cornwall Devolution Deal – confirmation that a consultation meeting would be held in Looe on 13th February
- d) Looe Flood Defence Scheme – correspondence confirming that LTC wishes the Harbour Commissioners to remain the lead agency for this matter. LTC wishes to remain impartial pending submission of any planning applications.
- e) Community Growing Initiative : As part of the Cornwall Plan 2050, Cornwall Council’s Leadership Board is working with partners to see how it could develop community food growing spaces. As part of this work, we have offered to do a quick survey of local councils who are best placed to know what is currently happening locally throughout Cornwall. Response submitted by DC

FORTHCOMING EVENTS

Societies Day: Millpool Centre 11.00am – 3.00pm Saturday 4th March – Library Supervisor attending Mayor’s Charity Masked Ball – DC and Admin & Planning Officer contributing to arrangements for this including sending invites, managing bookings, requesting auction prizes, order of events, table plan, room décor and prize pot on the night.

STAFF AND RESOURCES

Town Clerk

The closing date for receipt of applications for the vacant Town Clerk’s position is Friday 24th February. The position has been advertised on the SLCC, CALC and LGRC websites. It has been published in the Cornish Times and on the Cornwall Jobs website. In addition it has been posted on LinkedIn jobs pages, local Looe Facebook site, the Community Clerk’s Network and sent through the CALC network to neighbouring parishes and towns.

Staff Training

- Defibrillator training x 6 members of staff
- CC Library training day x 4 library staff
- Schanine has completed NALC Agendas and Minutes training and First Aid at Work since joining us in November. Is also progressing with her ILCA
- Renewal of First Aid at Work for Catherine
- GDPR and Freedom of Info for Karen during February/March
- LATAS training for more officers and staff – currently only 2 of us have valid certificates to manage road closures for events – have requested dates from CC who usually provide the training for us.
- Sharon completed a course about library services and special education needs

Team Meetings:

Monthly management meetings will recommence from 21st February

Steve Milton – Locum

Karen Vaughan - Deputy Clerk (Acting Proper Officer)