



**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**

**17<sup>th</sup> April 2023 at 6.00pm**

**PRESENT:** Cllr Edwina Hannaford, Mayor (EH)  
Cllr Tony Smith, Deputy Mayor (TS)  
Cllr Simon Barker (SB)  
Cllr Martin Gregory (MG)  
Cllr Jon Holmes (JH)  
Cllr Jasper Graham-Jones (JGJ)  
Cllr James Lundy (JL)  
Cllr Stephen Remington (SR)  
Cllr Armand Toms (AT)

**IN ATTENDANCE:** Steve Milton – Locum Clerk (LTC)

**Members of the public:** There were two members of the public present.

		<b>ACTIONS</b>
	<b>Welcome:</b> The Deputy Mayor welcomed everyone to the meeting.	
<b>103.</b>	<b>To Receive and Consider Apologies</b> Apologies were received and accepted from Cllr Leo Long.	
<b>104.</b>	<b>To Receive Declarations of Interest:</b> The Mayor declared her interest as a member of Cornwall Council. Cllr Toms declared his interest as a member of Cornwall Council, a trustee of Looe Development Trust and as a Harbour Commissioner. Cllr Smith declared his interest as a member of Keltique Choir (see item 113 below). Cllr Smith took no part in the discussion of this matter. Cllr Holmes declared his interest resulting from his association with Looe Town FC (see item 113 below). Cllr Holmes took no part in the discussion of this matter.	

105.	<p><b>Public Questions and Statements</b> No questions were submitted.</p>	
106.	<p><b>Minutes of previous meetings</b></p> <p><b>RESOLVED:</b> that the <a href="#">minutes of the meeting of Looe Town Council held on Monday 20th February 2023</a> be approved as a correct record and signed by the Chair</p>	
107.	<p><b>‘Moor to Sea’ Project</b></p> <p>Sue Brownlow from the ‘Moor to Sea’ project was in attendance and provided an update on progress. Sue explained that the ‘Moor to Sea’ project was a Heritage Lottery Funded driven initiative to build partnerships and capacity among heritage and environmental organisations in the valley between Looe and Liskeard.</p> <p>Sue confirmed that the Moorswater Trail and map was now available on <a href="#">the new Moors to Sea website</a>.</p> <p>She explained that she was visiting all parishes along the route of the proposed ‘Smuggler’s Way’ long distance footpath scheme to seek their endorsement and future support.</p> <p><b>RESOLVED:</b> that Looe Town Council formally endorses and supports the ‘Moor to Sea’ and ‘Smuggler’s Way’ project.</p>	
108.	<p><b>To Receive an Update and Questions from Looe Police Officers</b></p> <p>There were no police officers present. Members asked the Locum Clerk to contact the Police and ask for attendance at future meetings or a written update for the Council.</p>	LC to contact the police.
109.	<p><b>Town Clerk’s Report</b></p> <p>The Council noted those matters set out in the report of the Locum Town Clerk (previously circulated).</p> <p>The Council agreed the draft calendar of meetings previously circulated.</p> <p><b>RESOLVED:</b> that Savills be requested to carry out a rent review of the shop unit at Polkrit Arcade.</p>	<p>DC to put dates online</p> <p>DC to instruct Savills.</p>
110.	<p><b>Reports from Cornwall Councillors</b></p> <p>The Council noted the following reports (previously circulated):</p> <ul style="list-style-type: none"> <li>• East Looe – Cllr Toms</li> <li>• West Looe – Cllr Hannaford</li> </ul> <p>Councillor Hannaford drew attention to the funding needed to secure the pyrotechnic contractor for the New Year’s Eve firework display. £2,000 was needed as a deposit. She asked the Council to consider underwriting this amount should the fundraisers be unable to secure the funding by the deadline. The event organisers were meeting this evening to discuss</p>	EH to circulate funding request if LTC support required.

	<p>the situation and Cllr Hannaford undertook to report further to members by email.</p> <p>Cllr Hannaford further reported on Cornwall Council’s response to the results of the car parking consultation undertaken by the business community. She was concerned that the proposed modification to the charges did not go far enough to meet local concerns. The Council supported Cllr Hannaford’s request to press for further changes and Cllr Tom’s intention to seek a scrutiny review of the decision.</p> <p>Cllr Toms raised the issue of bathing water and river water quality, following sewage discharges. He drew attention to the Bathing Water Quality Action Group and asked if efforts could be made to reconvene the group to consider the situation. Members supported this request.</p>	<p>EH to convey LTC’s concerns to Cornwall Council.</p> <p>AT to work with DC to reconvene the Bathing Water Quality Action Group</p>
111.	<p><b>To Receive Questions on reports and current priorities from Council Committees:</b></p> <p>The Committee received and noted reports from the following committees:</p> <ul style="list-style-type: none"> <li>• Finance Committee – Simon Barker</li> <li>• Library &amp; Community Hub Committee – Jon Holmes</li> <li>• Planning Committee – James Lundy</li> <li>• Policy &amp; Strategy Committee – Tony Smith</li> <li>• Services &amp; Asset Management Committee – Martin Gregory</li> <li>• Staffing Committee – Tony Smith</li> </ul> <p><b>RESOLVED:</b> that the minutes of the Services and Asset Management Committee be approved as a correct record and signed by the Chair.</p>	
112.	<p><b>Appointment of Town Clerk</b></p> <p><b>RESOLVED:</b> that the appointment of Lynda Powell as Town Clerk from 6<sup>th</sup> June 2023 as recommended by the Council’s Staffing Committee Selection Panel be approved.</p>	LC to action.
113.	<p><b>Grants to Local Groups</b></p> <p>The council considered the following applications:</p> <ul style="list-style-type: none"> <li>• Looe Town Football Club: £3,500</li> <li>• Keltique Choir: £200</li> </ul> <p><b>RESOLVED:</b></p> <p>(1) that the application from Looe Town Football Club be deferred pending further information and assurances regarding the financial management of the Club.</p>	DC to inform the applicants of the outcome.

	(2) that the application from Keltique be approved subject to the Council's normal grant conditions.	
<b>114.</b>	<p><b>Cornwall's New Community Area Partnerships</b> The Council considered information received from Cornwall Council</p> <p><b>RESOLVED:</b> that Cornwall Council be requested to consider increasing the Link Officer hours allocated to the East Cornwall and Looe area.</p>	LC to submit representations
<b>115.</b>	<p><b>Finance Reports</b> The Council noted that due to annual leave and illness the finance reports were not available and would be submitted to the next Finance Committee.</p>	RFO to submit reports to Finance Committee
<b>116.</b>	<p><b>Looe Banking Hub</b> Following an informal meeting of interested councillors, members considered the recommendation that the Council gives in principle support to the location of a temporary banking hub on land immediately adjacent to the Library and Community Hub from September 2023 (subject to agreement with the current lessee).</p> <p><b>RESOLVED:</b> that, subject to no objections from the current lessee and agreement of the licence terms, the proposal to locate a community banking hub on the car parking area adjoining the Library be approved - the applicant to be responsible for all costs, charges, insurance, consents and planning matters.</p>	SB to convey this decision to the Banks involved
<b>117.</b>	<p><b>Looe Flood Defence Scheme</b> The Council noted that new proposals and visuals were expected to be available shortly.</p>	
<b>118.</b>	<p><b>Looe Town Council Standing Orders</b></p> <p><b>RESOLVED:</b> that the revised Standing Orders be adopted.</p>	DC to replace the existing SO on the website
<b>119.</b>	<p><b>Scheme of Delegation and Terms of Reference of Committees</b></p> <p><b>RESOLVED:</b> that the new scheme of delegation and terms of reference of committees be adopted.</p>	DC to post on the website
<b>120.</b>	<p><b>Financial Regulations</b></p> <p><b>RESOLVED:</b> that the revised Financial Regulations be adopted.</p>	DC to post on the website
<b>121.</b>	<p><b>Council Policies</b></p> <p><b>RESOLVED:</b> that the following policies be adopted:</p> <ul style="list-style-type: none"> <li>• Pay &amp; Grading Policy (incorporating the amendment recommended by Policy and Strategy Committee)</li> <li>• Unreasonable or Vexatious Complaints Policy</li> </ul>	DC to post on the website

	<ul style="list-style-type: none"> <li>• Dignity at Work Policy</li> </ul>	
122.	<p><b>Part 2 - Exclusion of members of the press and public</b></p> <p>The Council noted there were no confidential matters for consideration.</p>	
	<p><b>Date of the next meeting:</b> Annual Town Council and Town Meeting - Monday 15<sup>th</sup> May 2023</p>	

The meeting closed at 8.55 pm.

Signed .....

Date.....

