



**LOOE TOWN COUNCIL
KONSEL TRE LOGH**

Looe Library and Community Hub,
The Millpool, West Looe PL13 2AF
Telephone: 01503 262255

**Members of the Services and Asset Management Committee
LOOE TOWN COUNCIL**

10th October 2023

Ladies and Gentlemen

You are hereby summoned to attend a meeting of the Services, Assets & Community Committee, convened by the Town Clerk for the purpose of transacting the following business.

This meeting will be held at Looe Library and Community Hub, The Millpool, Looe, PL13 2AF on:

Tuesday, 17th October 2023 at 6.00pm

Yours faithfully

A handwritten signature in blue ink that reads "L Powell".

**Lynda Powell
Town Clerk**

Please note that this meeting is open to members of the public. If you would like to attend, please email enquiries@looetowncouncil.gov.uk or ring 01503 262255 by 12 noon on Monday 16th October.



Meeting of Services, Assets & Community Committee
Tuesday, 17th October 2023 at 6.00pm

AGENDA

	Welcome	
1.	To Receive and accept Apologies	5 mins
2.	To Receive Declarations of Interest	
3.	To Receive Questions from members of the public	15 mins
4.	To Resolve to approve the Minutes of previous meetings of: Services & Asset Management Committee held on 12 th April 2023 and 10 th July 2023; Library & Community Hub Committee held on 15 th December 2022?	5 mins
5.	To Receive questions on report from the Library Supervisor	10 mins
6.	To Receive questions on report from the Deputy Clerk and resolve any necessary actions to be taken	10 mins
7.	To Review Maintenance Schedule plan, progress made and budget requirements	5 mins
8.	To Consider report on Seafront Toilet Charge and resolve recommendations to be taken to Full Council	15 mins
9.	To Resolve arrangements for toilet opening times and Cleaning staff's leave for Christmas and New Year 2023/24	5 mins
10.	To Receive an update on the provision of a banking hub for Looe	5 mins
11.	To Receive an update on the review of Visit Looe	5 mins
12.	To Discuss priorities, aims and objectives for this Committee in line with strategic themes identified	10 mins
13.	Other urgent business as determined by the Chairman (for information only)	5 mins
14.	Part 2 - Exclusion of members of the press and public. To resolve that, under section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, the public and press be excluded from the meeting for any items that involve the likely disclosure of confidential information	
	Date of the next meeting: Monday, 15th January 2024	