



**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**

9th January 2024

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:

Monday, 15th January 2024 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 Friday 12th January 2024.



**Meeting of Services, Assets & Community Committee
Monday 15th January 2024 at 6.00pm**

AGENDA

	Welcome	
15.	To Receive and accept Apologies	5 mins
16.	To Receive Declarations of Interest	
17.	To Receive Questions from members of the public ¹	15 mins
18.	To Resolve to approve the Minutes of the previous meeting of Services & Asset Management Committee held on 17 th October 2023.	5 mins
19.	To Receive questions on report from the Library Supervisor	10 mins
20.	To Receive questions on report from the Deputy Clerk and resolve any necessary actions to be taken	10 mins
21.	To Review Maintenance Schedule plan, progress made and budget requirements	5 mins
22.	To resolve to proceed with valuation of building assets with agreed provider.	5 mins
23.	To consider request concerning signage for South West Coast Path.	5 mins
24.	Other urgent business as determined by the Chairman (for information only)	5 mins
25.	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. <ul style="list-style-type: none">• To resolve a response to insurer regarding ongoing claim	
	Date of the next meeting: Monday, 15th April 2024	

1 In accordance with Looe Town Council Standing Orders members of the public may speak for no more than 3 minutes and the period of time designated for public participation shall not exceed 15 minutes unless directed by the Chairman of the meeting.