



**LOOE TOWN COUNCIL  
KONSEL TRE LOGH**

Looe Library and Community Hub,  
The Millpool, West Looe PL13 2AF.

Telephone: 01503 262255

VAT Reg: 381 5093 50

**Members of the Services and Asset Management Committee  
Looe Town Council**

15<sup>th</sup> July 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, 22<sup>nd</sup> July 2024 at 6.00pm**

Yours faithfully

**Lynda Powell  
Looe 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](mailto:enquiries@looetowncouncil.gov.uk) or ring 01503 262255 by 12 noon on Friday 19<sup>th</sup> July 2024.

**Looe Town Council**  
**Meeting of Services, Assets & Community Committee**  
**22<sup>nd</sup> July 2024 at 6.00pm**



**AGENDA**

	<b>Welcome</b>	
<b>SAC/24-25/1</b>	<b>To Receive Apologies for Absence</b> To receive, and consider for approval, apologies for absence and reasons given.	2 mins
<b>SAC/24-25/2</b>	<b>To Receive Declarations of Interest</b> Councillors are reminded to declare any interest on any item on the agenda at this point or at any point during the meeting in accordance with the Council's Code of Conduct.	
<b>SAC/24-25/3</b>	<b>Public Participation.</b> To receive representations from members of the public in respect to the business on the agenda <sup>1</sup> .	15 mins
<b>SAC/24-24/4</b>	To Resolve to approve the minutes of the previous meeting of the Services & Assets & Community held on 22 <sup>nd</sup> April 2024	2 mins
<b>SAC/24-25/5</b>	To Receive questions on report from the Library Supervisor.	5 mins
<b>SAC/24-25/6</b>	To Receive questions on report from the Content and Communications Officer.	5 mins
<b>SAC/24-25/7</b>	To Receive questions on report from the Clerk and Deputy Clerk and Resolve any necessary actions to be taken including; <ul style="list-style-type: none"> <li>1) Purchase of removeable flood barrier for the Library and Community Hub</li> <li>2) Future provision of waste bin Goonwartha/Tregarick Junction</li> <li>3) Contracting of Fire Risk Assessments</li> <li>4) Remedial work on Guildhall gent's urinals</li> <li>5) Agreeing responsibility for structure to display signage for the Smugglers Way.</li> </ul>	15 mins
<b>SAC/24-25/8</b>	To Review Maintenance Schedule plan, progress made and budget requirements	5 mins
<b>SAC/24-25/9</b>	To consider a report from Cllr James Lundy regarding improvements to Mariner's Gardens.	
<b>SAC/24-25/10</b>	To Note correspondence received for information only	2 mins
<b>SAC/24-25/11</b>	Exclusion of members of the press and public - Standing Order 3d. The Town Council may exercise their right to exclude the public and press by resolution from a closed meeting due to the confidential nature to be discussed pursuant to section 1(2) of the Public Bodies (Admission to Meetings) Act 1960. - None	
	Date of the next meeting: Monday, 21 <sup>st</sup> October 2024	

1 Please note that this meeting is open to members of the public. If you would like to attend, please email [enquiries@looetowncouncil.gov.uk](mailto:enquiries@looetowncouncil.gov.uk) or ring 015023 262255. 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.