

# LOOE TOWN COUNCIL

## KONSEL TRE LOGH



### Full Council Meeting Minutes

Held in

The Council Chamber, Looe Library and Community Hub, The Millpool, Looe

On 17<sup>th</sup> June 2024 at 6.00pm

**PRESENT:** Cllr Tony Smith - Mayor (TS)  
Cllr Stephen Remington - Deputy Mayor (SR)  
Cllr Martin Gregory (MG)  
Cllr Simon Barker (SB)  
Cllr James Lundy (JL)  
Cllr Michala Powell (MP)  
Cllr Armand Toms (AT)  
Cllr Chris Harwood (CH)  
Cllr Jamie Pearn (JP)

**IN ATTENDANCE:** Lynda Powell(TC), Fiona Wilkes-Jones (RFO), Donna Folland (AO)

**Members of the Public:** None Present

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<b>Welcome</b> The Mayor, Cllr Tony Smith welcomed everyone to the meeting.	
FC27	<b>To Receive Apologies for Absence.</b> Apologies for absence were received. It was <b>RESOLVED</b> to accept the apologies and the reasons given from Cllr Stuart Haresnape (SH) and Cllr Jon Holmes.	

	<p><b>Proposed by:</b> Cllr Michala Powell and seconded by Cllr Stephen Remington.</p> <p>Cllr Jasper Graham-Jones (JGJ) was Absent.</p>	
FC28	<p><b>To Receive Declarations of Interest.</b></p> <p>Cllr Armand Toms declared an interest in matters pertaining to Cornwall Council, Looe Development Trust, and Looe Harbour Commissioners.</p> <p>Cllr Jamie Pearn declared an interest in matters pertaining to agenda item FC39 Additional security Provision for the town.</p>	
FC29	<p><b>To Receive Questions from Members of the Public.</b></p> <p>No members of the Public Present.</p>	
FC30	<p><b>To agree to approve the Minutes from previous meeting.</b></p> <p>It was <b>RESOLVED</b> to approve and adopt the Minutes of the Annual Town Council Meeting of 20<sup>th</sup> May 2024. Proposed by Cllr Armand Toms and seconded by Cllr Michala Powell. Carried 9/1 abstention from those not present at previous meeting.</p> <p>It was <b>RESOLVED</b> to approve the minutes of Finance and Strategy Meeting of 18<sup>th</sup> March 2024. Proposed by Cllr Chris Harwood and seconded by Cllr Simon Barker. Other Councillors who were at the meeting only.</p>	
FC31	<p><b>Council Committees and Working Groups:</b></p> <p><b>1. To receive a report from the Planning Committee and note resolutions.</b></p> <p>A written report from the Planning Committee was noted. Cllr Lundy informed the meeting that they were awaiting a date for the Cornwall Council Sub East Area Planning Committee to discuss PA23/10211 Land Opposite Salter Close.</p> <p><b>2. To receive a report from the Business and Learning Working Group, Cllr Stephen Remington.</b></p> <p>A written report from the Business and Learning Committee was circulated and noted. Cllr Remington highlighted from his report that the Working Group were progressing with the four strands</p>	

	<p>including a mentoring program. Cllr Remington invited the Council to approve Caleb Baron joining the working group. His inclusion would bring a fresh perspective and insight into the needs and opportunities for younger people and the best ways to reach them.</p>	
FC32	<p><b>External Organisations</b>  <b>To receive a verbal update form Cllr Chris Harwood, Chair of the Looe Community Safety Partnership.</b></p> <p>Cllr Harwood provided a verbal update of the Looe Safety Partnership Meeting. The meeting was well attended with outcomes including: Making improvements to shoplifting measures, guidance on rough sleepers and a Community Emergency Plan. Gaps in CCTV across the town were discussed and it was agreed to share a map of current provision with the police.</p>	
FC33	<p><b>Clerk’s Report</b>  <b>To receive a report from the Town Clerk outlining actions taken following the meeting held on the 30<sup>th</sup> April 2024.</b></p> <p>The Clerk updated on the application to the Community Capacity Fund. This has been approved and work with partners on a feasibility study for the Voluntary Visitor Payback Scheme will commence.</p> <p>Update on responses to the land proposed for a Skatepark. Cornwall Council have confirmed that the land cannot be devolved and must be a lease agreement.</p> <p>The Clerk has identified a need for a task and finish group to develop a Council Policy on fly posting. Cllr Lundy, Cllr Barker and Cllr Pearn agreed to be members of the task and finish group.</p> <p>The Clerk asked for volunteers to scope the objectives and membership of a new working group to deliver the Council’s priority research and identify ways to support Community Energy solutions. Cllrs Armand Toms, Michala Powell, James Lundy and Simon Barker agreed to meet to scope the work. Cllr Lundy suggested including David Gamblin for support and ideas.</p>	<p>Working group to research and produce terms of reference to deliver Community Energy Solutions.</p>
FC34	<p><b>Finance</b></p> <ol style="list-style-type: none"> <li><b>1. To approve the Jan, Feb &amp; March bank reconciliations.</b> Cllr Remington confirmed that these have been checked.</li> <li><b>2. To approve the year end CIL report to be submitted to Cornwall Council for 2023-24.</b></li> </ol>	

	<p>It was <b>RESOLVED</b> to approve the year end CIL report to be submitted to Cornwall Council for 2023-24. Proposed by Cllr Remington and seconded by Cllr Barker. All in favour.</p>	
<p>FC35</p>	<p><b>To approve the Annual Governance and Accountability Statement 2023-24.</b></p> <p>In accordance with the Accounts and Audit Regulations 2015 and proper practices set out in the JPAG Practitioners Guide, the Council is required to consider and approve the following:</p> <p>1 Internal Auditor’s Report; The Internal Auditor’s Report had been circulated with the table of recommendations of ongoing work.</p> <p>It was <b>RESOLVED</b> to approve the Internal Auditors Report and recommendations of ongoing work. Proposed by Cllr Simon Barker and seconded by Cllr Armand Toms. All in favour.</p> <p>2 Conflict of Interest Form; It was <b>RESOLVED</b> to approve the Conflict of Interest Form with no conflicts of interest in BDO LLP. Proposed by Cllr Armand Toms and seconded by Cllr Stephen Remington. All in favour.</p> <p>3 Annual Governance Statement; It was <b>RESOLVED</b> to approve the Annual Governance Statement. Proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour.</p> <p>4 Annual Accounting Statements; It was <b>RESOLVED</b> to approve the Annual Accounting Statement. Proposed by Cllr Stephen Remington and seconded by Cllr Simon Barker. All in favour.</p> <p>5 Notification of dates for electors’ rights; It was <b>RESOLVED</b> to approve the proposal from the RFO, to set the announcement date on Thursday 20<sup>th</sup> June 2024 and the commencement inspection date from Friday 21<sup>st</sup> June 2024 Proposed by Cllr Simon Barker and seconded by Cllr Chris Harwood. All in favour.</p> <p>Councillors gave thanks to the RFO for all her work in preparing the reports.</p>	

FC36	<p><b>Delegated Authority</b> To approve the Planning and Finance Admin Officer as a bank signatory.</p> <p>It was <b>RESOLVED</b> to approve the Planning and Finance Admin Officer as a bank signatory. Proposed by Cllr James Lundy and Seconded by Cllr Stephen Remington. All in Favour.</p>	
FC37	<p><b>CCLA Investments</b> To consider the recommendation of the Finance and Strategy Committee to place a proportion of LTC funds with the Churches, Charities and Local Authorities Investments Management Ltd.</p> <p>Cllr Lundy sought clarity on whether the fund was associated with any political/faith or ideology organisations as he believes investments should be neutral of any particular beliefs Cllr Barker confirmed that the fund was not managed by the Church of England.</p> <p>It was <b>RESOLVED</b> to approve the recommendations of the RFO and open a CCLA deposit. It was agreed that details of the fund be placed on file outlining that it was not linked to any political/faith or any ideology organisations.</p> <p>Proposed by Cllr Martin Gregory and seconded by Cllr Simon Barker. All in favour.</p>	RFO to open Deposit fund.
FC38	<p><b>Mariner's Gardens.</b> To consider a report outlining a phased approach to improvements by Cllr James Lundy.</p> <p>It was <b>RESOLVED</b> to agree with the recommendation from Cllr Lundy for the Clerk to source quotes for phase I and report to the SAC Committee</p> <p>Proposed by Cllr Michala Powell and seconded by Cllr Martin Gregory. All in favour.</p>	Clerk
FC39	<p><b>Additional Security Provision for the Town</b> To receive a report and consider options.</p> <p>It was <b>RESOLVED</b> to move this agenda item to the Exclusion of Members of the Press and Public section.</p> <p>Proposed by Cllr Tony Smith and seconded by Cllr Stephen Remington. All in favour.</p>	
FC40	<b>Community Grants/Donations.</b>	

	<p>To consider application for grants from:</p> <ol style="list-style-type: none"> <li>1 New Year Fireworks - under the Local Government Act 1972 s.144 power to encourage tourism.</li> </ol> <p>Councillors discussed the benefits of the fireworks for the town and what level of funding to provide for 2024.</p> <p>It was <b>RESOLVED</b> to approve the application of £2000 grant towards the New Years Fireworks.</p> <p>Proposed by Cllr Stephen Remington and Seconded by Cllr Simon Barker. Carried 8 for/1 against / 1 abstained.</p>	
FC41	<p><b>Exclusion of members of the press and public.</b></p> <p>Exclusion 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.</p> <p>It was <b>RESOLVED</b> to exclude the members of the public and press during consideration of the following matters:</p> <ol style="list-style-type: none"> <li>1 <b>Additional Security for the town</b></li> <li>2 <b>Planning consultancy</b></li> <li>3 <b>LGRC recruitment</b></li> </ol> <p>Proposed by Cllr Tony Smith and seconded by Cllr Stephen Remington. All in favour.</p> <p><b>Cllr Jamie Pearn left the meeting 6.42pm</b></p> <ol style="list-style-type: none"> <li>1 Councillors discussed the options outlined in the report. The benefits, costs, and crime statistics were debated.</li> <li>2 It was agreed that the Clerk would discuss with the Business Forum their views on the DISC reporting software system and report back to Full Council</li> </ol> <p>It was <b>RESOLVED</b> to fund a 10-week trial of additional security provision for the town. Funding would only be available for the trial and would not be extended. Proposed by Cllr Stephen Remington and seconded by Cllr Chris Harwood Carried 9 for/1 against.</p> <p>Cllr Jamie Pearn returned to the meeting 7.02pm</p>	

	<p>Cllr Armand Toms left the meeting.</p> <p>3 Planning Consultancy.</p> <p>It was <b>RESOLVED</b> to appoint Alder King to provide planning services in respect of land opposite Salter Close, East Looe (PA23/10211) Proposed by Cllr Tony Smith and Seconded by Cllr James Lundy. All in favour.</p> <p>Cllr Armand Toms returned to the meeting.</p> <p>4 LGRC Recruitment.</p> <p>It was <b>RESOLVED</b> to appoint LGRC to manage the recruitment of the Deputy Clerk position.</p> <p>Proposed by Cllr Chris Harwood and seconded by Cllr Stephen Remington. Carried 9 for/1 against.</p> <p>The Clerk reminded all Councillors that the Deputy Clerks last working day was Wednesday 19<sup>th</sup> June 2024.</p>	
	<p><b>Date of Next Meeting: Monday 5<sup>th</sup> August 2024</b></p>	
	<p><b>Meeting Closed at: 7:07pm</b></p>	

Signed:

Date: