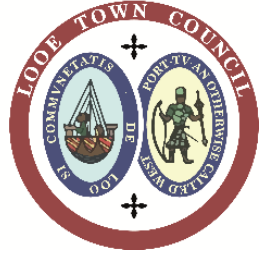


LOOE TOWN COUNCIL KONSEL TRE LOGH



Services, Assets & Community Committee Minutes

Held in

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

Meeting held on 14th April 2025 at 6pm

PRESENT: Cllr Martin Gregory (MG)
Cllr Chris Harwood (CH)
Cllr Jon Holmes (JH)
Cllr Armand Toms (AT)
Cllr James Lundy (JL)

IN ATTENDANCE: Sharon Payne – Deputy Clerk (DC)
Donna Folland – Admin Officer (AO)

Members of the Public: 0 none present

| Agenda Item | Discussion/Outcome/Decision | Action/Follow up |
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| | Welcome Cllr Jon Holmes welcomed everyone to the meeting. | |
| SAC/24-25/46. | To Receive and Accept Apologies Apologies for absence were received from Cllr Stephen Remington (SR). Cllr Jasper Graham-Jones (JGJ) was absent. | |

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| <p>SAC/24-25/47.</p> | <p>To Receive Declarations of Interest</p> <p>Cllr Toms declared an interest in matters pertaining to Cornwall Council, Looe Development Trust and Looe Harbour Commissioners.</p> | |
| <p>SAC/24-25/48.</p> | <p>To Receive Questions from Members of the Public</p> <p>No members of the public present.</p> | |
| <p>SAC/24-25/49.</p> | <p>To Resolve to approve the Minutes of the previous meeting of the Services, Assets & Community Committee held on 13th January 2025.</p> <p>It was RESOLVED to approve the Minutes of previous meeting of the Services & Asset Management Committee held on 13th January 2025.</p> <p>Proposed by Cllr Armand Toms and seconded by Cllr James Lundy. Carried 4 for /1 abstained as not present at the meeting.</p> | <p>AO to publish minutes.</p> |
| <p>SAC/24-25/50.</p> | <p>To receive questions on the report from the Library Supervisor.</p> <p>The Library Supervisors report was circulated and noted. Councillors appreciate the VE Day Tea Party the Library Team are organising.</p> | |
| <p>SAC/24-25/51.</p> | <p>To receive questions on the report from the Content and Communications Officer.</p> <p>The report from the Content and Communications Officer was circulated and noted. Cllrs are happy to donate their own photos should the Content and Communications Officer require.</p> | |
| <p>SAC/24-25/52.</p> | <p>To receive questions on the report form the Responsible Finance Officer.</p> <p>The report from the Responsible Finance Officer was circulated and noted.</p> | |
| <p>SAC/24-25/53.</p> | <p>To receive questions on the report from the Deputy clerk and resolve any necessary actions to be taken including;</p> | |

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| | <p>1. Kernowfornia festival and the seafront toilets.</p> <p>The Deputy Clerks report was circulated and noted. The Deputy Clerk gave an overview of her report.</p> <p>Discussion ensued around the request from the Kernowfornia event organisers for use of the Seafront Toilets as a backstage facility.</p> <p>It was RESOLVED to close the Seafront toilets for the setup, duration & breakdown of the Kernowfornia event.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Martin Gregory. All in favour.</p> | <p>DC to contact Kernowfornia.</p> |
| <p>SAC/24-25/54.</p> | <p>To review the Maintenance Schedule plan progress made.</p> <p>The Maintenance Schedule was circulated and noted. The Deputy Clerk gave an overview of the progress of the maintenance planned.</p> | |
| <p>SAC/24-25/55.</p> | <p>To receive a report on 24/7 Accessible Toilet Operation at the Millpool and Guildhall facilities and Resolve to recommend to Full Council any necessary actions to be taken including:</p> <ol style="list-style-type: none"> 1. Continue to operate the accessible toilets at the Guildhall and Millpool 24/7. 2. Padlock the accessible toilets – with the facilities being secured at dusk. <p>The Deputy Clerks report was circulated and noted. Discussion ensued around the challenges and risks of opening the Accessible toilets at the Guildhall and Millpool 24/7.</p> <p>It was RESOLVED to defer to Full Council subject to further information being gathered from other Councils.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Armand Toms. All in favour.</p> | <p>DC to contact other Councils.</p> |
| <p>SAC/24-25/56.</p> | <p>To note correspondence received for information only.</p> <p>Correspondence received was circulated and noted.</p> | |

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| <p>SAC/24-25/57.</p> | <p>Exclusion of members of the press and public. 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> <ol style="list-style-type: none"> 1. Tenders received and advertising trailer – Land adjoining the Library. 2. Patients Car Park Barrier. <p>It was RESOLVED to exclude the public and press from the meeting during consideration of the following matters due to the confidential nature of the business to be discussed, in accordance with S1(2) of the Public Bodies (Admission to Meetings) Act 1960 .</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Martin Gregory. All in favour.</p> <ol style="list-style-type: none"> 1. Tenders received and advertising trailer – Land adjoining the Library. <p>It was RESOLVED to retain the land adjoining the Looe Library for Staff parking.</p> <p>Proposed by Cllr Armand Toms and seconded by Cllr Martin Gregory. All in favour.</p> <ol style="list-style-type: none"> 2. Patients Car Park Barrier. <p>It was RESOLVED for the Deputy Clerk to contact Looe Harbour Commission for details about their parking solution and defer to Full Council.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Martin Gregory. All in favour.</p> <p>The meeting closed at 6:40pm.</p> | <p>DC to contact LHC</p> |
| | <p>Date of next meeting: Tuesday 10th June 2025</p> | |

The Meeting closed at 6:40pm.

Signed.....

Date.....

