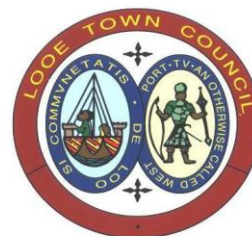


**LOOE TOWN COUNCIL
KONSEL TRE LOGH**



MINUTES OF THE Policy, Strategy and Finance Committee

Held in the Council Chamber, Looe Library and Community Hub,
The Millpool, West Looe PL13 2AF
Telephone: 01503 262255

On Monday 16th March 2020 at 7.00pm

PRESENT: Chairman: Councillor Simon Barker
Councillors E Hannaford, M Gregory, J Holmes and A Toms

IN ATTENDANCE: Mel Colton-Dyer – Commercial Strategy Director and Town Clerk

Open Forum

There were no members of the public present.
Cllr Barker welcomed Cllr Holmes to the meeting.

85	Apologies for absence Apologies for absence were submitted on behalf of the Councillors J Newman and J Dingle. Cllrs Toms and Holmes were co-opted on to the committee.	ACTIONS
86	Declarations of Interest Cllr Toms – Cornwall Council, Looe Harbour Commission and Looe Development Trust. Cllr Holmes – Allotment Association.	
87	Approve the minutes of the PSF meeting held on the 3rd February 2020 Minutes were checked for accuracy. Cllr Hannaford proposed, Cllr Gregory seconded – all agreed.	

88	<p>Matters arising from the minutes</p> <p>73 – Actioned. There was a discussion on moving historic data. It was resolved to start afresh. Cllr Gregory proposed, Cllr Barker seconded – all agreed.</p> <p>73 (e) – allotments a meeting has been held.</p> <p>76 – actioned</p> <p>77 – actioned</p> <p>78 – actioned</p> <p>79 – in process</p> <p>80 – Lift maintenance</p> <p>82 – actioned</p> <p>83 - actioned</p>	<p>CSD to continue to communicate.</p> <p>Library Manager to action</p>
	<p>Financial</p>	
89	<p>Profit and Loss review</p> <p>Profit and Loss was circulated and reviewed.</p> <p>Bank Accounts were discussed, and it was resolved that Cllr Barker and Cllr Hannaford would be superusers and Cllr Gregory would be added as a signatory. Proposed by Cllr Barker and seconded by Cllr Gregory.</p>	<p>RFO/E&D Manager</p>
90	<p>Risk Register</p> <p>The Financial Risk Register 19/20 was reviewed and adopted. Cllr Gregory proposed, Cllr Hannaford seconded all in favour.</p>	
91	<p>Budget Monitor</p> <p>Cllr Barker to work with RFO.</p>	
92	<p>Patients Car Park</p> <p>Proposed that we go through David Read re Patients car park to waive outstanding rent and fast track to devolve. It was resolved to take this course of action. Cllr Hannaford proposed, Cllr Gregory seconded all in favour.</p>	<p>CSD to action</p>
93	<p>Policies</p> <p>Policy audit (Cllr Barker and CSD to action).</p> <p>Business Continuity, Financial Standing orders and Looe emergency plan are to be focussed on over the next few weeks.</p>	<p>SB/CSD</p> <p>CDS to contact Falmouth for BCP as example</p>

