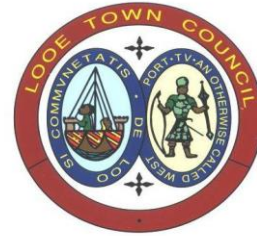


**LOOE TOWN COUNCIL**  
**KONSEL TRE LOGH**

Looe Library and Community Hub,  
The Millpool, West Looe PL13 2AF  
Telephone: 01503 262255



25<sup>th</sup> January 2022

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, 28th January 2022. Due to Covid restrictions, numbers attending the meeting may be limited by available venues.

To the Members of the Services and Asset Management Committee  
LOOE TOWN COUNCIL

Ladies and Gentlemen

You are hereby summoned to attend a meeting of the Looe Town Council, convened by the Mayor on **Monday 31<sup>st</sup> January 2022** at Looe Library and Community Hub for the purpose of transacting the following business.

Councillors should observe the safe attendance protocols and risk assessment. Members of the public will be briefed on safety protocols for public attendance before arrival. Members of the public are to submit any questions on agenda items in advance of the meeting to [enquiries@looetowncouncil.gov.uk](mailto:enquiries@looetowncouncil.gov.uk).

Yours faithfully

A handwritten signature in black ink, appearing to read 'Mel Colton-Dyer'.

**Mel Colton-Dyer**  
**Commercial Strategy Director and Town Clerk**

	<b>AGENDA</b>	<b>Timings</b>
17.	Welcome	5 minutes
18.	To Receive and accept Apologies	
19.	To Receive Declarations of Interest	
20.	To Receive Questions from members of the public	15 minutes
21.	To Resolve to approve the Minutes of the meeting held on 25 <sup>th</sup> October 2021	3 minutes
22.	Questions on report of progress of actions from the Minutes of the briefing held on 25 <sup>th</sup> October 2021	2 minutes
23.	To Review Priority list for SAMS Committee and set priorities	5 minutes
24.	To approve asset maintenance plan – Mr Freer.	5 minutes
25.	To review budget and earmarked reserves, review CIL	10 minutes
26.	To Discuss Millpool toilets – report from Deputy Clerk	10 minutes
27.	To discuss Guildhall cubicles	5 minutes
28.	To discuss seafront toilets refurbishment	5 minutes
29.	To discuss proposal for benches	5 minutes
30.	To Discuss water saving initiatives and hand dryers	5 minutes
31.	To discuss internal training for PAT testing	5 minutes
32.	To resolve to approve quote for tools required.	2 minutes
33.	Other urgent business as determined by the Chairman (for information only).	
34.	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	
35.	Date of the next meeting:	