



Comhairle Contae Lú  
Louth County Council

## **LOUTH COUNTY COUNCIL - CORPORATE POLICY GROUP**

Minutes of the Corporate Policy Group Meeting held in the Seatown Meeting Room, Town Hall Dundalk, and online, on Tuesday, 11<sup>th</sup> March 2025 at 4:00pm

### **In attendance:**

**Cathaoirleach, Cllr:** Kevin Callan

**Members, Cllrs:** Rachel Kerley  
Kevin Meenan  
Robert Nash  
James Byrne (Online)

**Apologies:** Cllr. Smith,

**Officials:** David Conway, Chief Executive  
Joe McGuinness, Director of Services  
David Jones, Director of Services  
Thomas McEvoy, Director of Services  
Ger Murphy, Director of Services  
Bernie Woods, Director of Finance  
Sinead Dooley, Meetings Administrator

### **1. Minutes of Meeting held on 4<sup>th</sup> February 2025.**

The minutes of the Corporate Policy Group meeting held on Tuesday 4<sup>th</sup> February were confirmed on the

**Proposal of:** Cllr. Rachel Kerley  
**Seconded by:** Cllr. Kevin Meenan  
And approved

### **2. Matters arising**

None

### **3. Members Allocations**

Noted

#### **4. To consider and recommend conferences and events**

The list of conferences and events was noted.

#### **5. Council Meeting Agenda**

Joe McGuinness presented the agenda to the Members and highlighted specific matters, including:-

- The Service Delivery Plan to be adopted by the Members and noting that the plan takes account of and is consistent with, the Budget for 2025.
- The requirement to approve replacement nominations on the Creative Spark Committee and the Carlingford Lough Commission with the need to identify nominees in advance of the Council meeting.
- Local Authority Home Loan Allocation 2025 for approval.
- For noting, following the assessment of 24 applications Arts Grant Funding totalling 50k to be awarded to 22 applicants.
- Approval of several Section 183 proposals including a number deferred from February's Council Meeting.

#### **6. Section 183 Notices**

On foot of concerns raised at February's Council Meeting in respect of the proper administration of statutory obligations in issuing Section 183 Notices, legal advice was sought to clarify if Notices were required to be delivered by post as opposed to electronically. It was determined that whilst Section 183 of the Local Government Act 2001 requires the notice to be "sent or delivered", it does not specifically require that it be "served" or "by post". The CPG agreed with this approach.

**NOTE:** Section 183 Notices were issued via An Post in advance of the March Council Meeting to ensure statutory timeframes were met while affording the CPG sufficient time to consider legal advice received.

#### **7. Members Communication Plan**

Members were advised that there are 49 outstanding reps. It was also noted that the number of days taken to respond were reducing. Members were invited to provide feedback and all advised that they currently had no issues to highlight.

#### **8. Strategic Policy Committees - Work Programmes**

Members were reminded to ensure that SPC Work Programmes were brought to the CPG for approval. Councillor Byrne advised that the Work Programme for the SPC on Climate Action was not available yet but indicated that it may be available for the CPG meeting in May. Councillor Kerley advised that the SPC on Planning was scheduled to meet on Thursday 13<sup>th</sup> March and that the Work Programme was on the Agenda for discussion.

**9. Establishment of Committee for Dowdallshill Graveyard**

Members considered correspondence from Councillor Kelly in which he conveyed Dundalk Municipal District Elected Members' desire to establish a committee in relation to the ongoing upkeep, maintenance and future development of Dowdallshill graveyard.

Members agreed that the matter was specific to Dundalk and that it should be confirmed with the Municipal District Elected Members that they can proceed with establishing the Committee as proposed in Councillor Kelly's correspondence.

**Proposed by:** Councillor Kevin Callan  
**Seconded by:** Councillor Kevin Meenan  
And Approved.

**10. Any Other Business**

- It was noted that respective Municipal and Borough Districts were required to approve the Road Work Programme 2025 by end March. To that end, a Special Meeting of Borough District of Drogheda Members would take place in advance of the Council Meeting on 24<sup>th</sup> March.
- The matter of 'Twinning's', which had been on the agenda in previous times, was raised. Joe McGuinness indicated that Louth County Council was conducting an internal piece of work in respect of same.

The Minutes were confirmed at a meeting of the Corporate Policy Group held on:

Date:

16<sup>th</sup> April '25

Cathaoirleach:



Meetings Administrator:

