



**LOOE TOWN COUNCIL
MINUTES OF THE ANNUAL MEETING AND MAYOR MAKING CEREMONY**

held in the Guildhall Chamber, The Guildhall, Fore Street, East Looe
on Monday 15 May 2023 at 7.00pm

PRESENT

Cllr Edwina Hannaford – Mayor
Cllr Tony Smith - Deputy Mayor
Cllr Simon Barker
Cllr Martin Gregory
Cllr Jasper Graham-Jones
Cllr Chris Harwood
Cllr Jon Holmes
Cllr James Lundy
Cllr Michala Powell
Cllr Stephen Remington
Cllr Armand Toms

COUNCIL OFFICERS

Steve Milton – Locum Town Clerk
Fiona Wilkes-Jones – Responsible Finance Officer
Schanine Bonney– Admin & Planning Officer

IN ATTENDANCE

S Hannaford – Mayor’s Consort
Fiona Smith – Deputy Mayor’s Consort
Recipients of Mayors Charity Donations
16 members of the public

1.	COUNCILLORS TAKE THEIR PLACES Members of Looe Town Council proceeded into the Guildhall Chamber along with the Locum Town Clerk and were invited by Cllr Hannaford to take their seats.	
2.	APOLOGIES FOR ABSENCE No apologies had been received. Cllr Edwards was absent from the meeting.	

<p>3.</p>	<p>THE MAYOR’S ADDRESS AND PRESENTATIONS</p> <p>The Mayor presented her address as attached at Appendix A.</p> <p>The Mayor proceeded to confer the honour of Town Burgess on ex-Mayor Jimmy Dingle in recognition of his work for the town over many years. Mr Dingle thanked the Mayor for the honour and addressed the audience.</p> <p>The Mayor thanked her Consort, the staff of the Council and the Deputy Mayor for their support during her time in post. She presented gifts to those involved.</p> <p>The Mayor presented the ‘Citizen of the Year’ Award to Sally Thornley from Lions Club of Looe for her unstinting voluntary service to the Town.</p> <p>The Mayor presented the ‘Organisation of the Year’ Award to the Lions Club of Looe which was collected by their President, Carole White. The Mayor paid full tribute to the extensive voluntary work the Club undertakes on behalf of the people of Looe.</p> <p>The Mayor presented a cheque in the sum of £3,836 from her Charity Fund to The Boundless Trust in recognition of its fundraising work for various causes in the Town. The award was collected by Barney Barron and Paul Roach from the Trust.</p> <p>The Mayor then presented cheques from the Mayor’s Charity Fund for £100 each to representatives of a number of town organisations to support their work in the community (see Appendix B).</p> <p>At the conclusion of the Awards, Councillor Toms rose to pay tribute to Cllr Hannaford for her service during the year and for her strength and resilience during a period of ill health. Members of the Council joined Cllr Toms in his appreciation.</p>	
<p>4.</p>	<p>ANNUAL REPORTS PROVIDED BY COMMITTEE CHAIRS</p> <p>It was noted that reports had been circulated in advance of the meeting and no questions were raised on the content thereof.</p> <p>It was noted that the updated version of the report from the Chair of the Services and Asset Management Committee would be circulated following the meeting.</p>	

5.	<p>COUNCILLOR ATTENDANCE 2022-23</p> <p>It was noted that attendance statistics had been provided in advance of the meeting and no further questions were raised.</p> <p>The Mayor reported that she had received a resignation from Councillor Leo Leong – this would be notified to the Returning Officer at Cornwall Council and the vacancy advertised in due course.</p>	
6.	<p>ELECTION OF TOWN MAYOR 2023/24</p> <p>Cllr Hannaford nominated Cllr Tony Smith for the role of Mayor and asked for any other nominations from Councillors of which there were none.</p> <p>RESOLVED: that Cllr Smith be elected to serve as Mayor for 2023/24 municipal year.</p> <p>Cllr Toms asked if the Locum Clerk could ensure future nominations were considered by the full Council prior to the Mayor Making ceremony. The Locum Clerk apologised that he had been unaware of this custom.</p>	
7.	<p>DECLARATION OF ACCEPTANCE OF OFFICE OF MAYOR</p> <p>Cllr Smith signed the Declaration of Acceptance of Office witnessed by the Town Clerk.</p> <p>The new Mayor then made his acceptance speech as attached at Appendix C.</p>	
8.	<p>THE MAYOR'S APPOINTMENTS TO OFFICE</p> <p>The new Mayor, Cllr Smith, appointed his wife Hilary, as the Mayor's Consort.</p> <p>The Mayor appointed Reverend Ben Morgan-Lundie as the Mayor's Chaplain.</p>	
9.	<p>ELECTION OF DEPUTY MAYOR 2023/24</p> <p>The Mayor, Cllr Smith, proposed that Cllr Stephen Remington be elected as Deputy Mayor for 2023/24, there being no other nominations, it was:</p> <p>RESOLVED: that Cllr Stephen Remington be elected as Deputy Mayor for the 2023/24 municipal year.</p>	
10	<p>DECLARATION OF ACCEPTANCE OF OFFICE BY THE DEPUTY MAYOR</p> <p>Cllr Remington signed the Declaration of Acceptance of Office witnessed by the Town Clerk.</p>	

11	<p>APPOINTMENTS TO STANDING COUNCIL COMMITTEES AND COMMITTEE TERMS OF REFERENCE FOR THE COMING YEAR</p> <p>RESOLVED: that the Committee Membership (see Appendix D) and Terms of Reference (as reviewed by Council 17 April 2023 – Minute 119) be approved.</p>	
12	<p>COUNCIL REPRESENTATIVES ON OUTSIDE BODIES</p> <p>RESOLVED: that the Membership of Outside Bodies as listed in Appendix E attached be approved.</p>	
13	<p>STANDING ORDERS, FINANCIAL REGULATIONS, STATUTORY DOCUMENTS AND POLICIES FOR THE COMING YEAR</p> <p>RESOLVED: to adopt the Standing Orders, Financial Regulations, Insurance Policy, Asset and Risk Registers and the Council Policies listed in Appendix F, for the new Council Year.</p>	
14	<p>TO CLOSE THE ANNUAL MEETING AND MOVE INTO TOWN MEETING</p> <p>The annual meeting closed at 7.40pm and the Mayor invited those present to join him for a drinks reception following the conclusion of the Town Meeting which followed.</p>	

Signed

Date