

LOOE TOWN COUNCIL

KONSEL TRE LOGH

Looe Library and Community Hub,
The Millpool, West Looe PL13 2AF. Telephone: 01503 262255
VAT Reg: 381 5093 50



18th March 2026
Town Councillors
Looe Town Council

Dear Councillors

You are hereby summoned to attend a meeting of Looe Town Council for the purpose of transacting the following business. This meeting will be held at the **Millpool Centre, Looe** on:

Tuesday 24th March at 6.00pm

Yours faithfully

Sam White
Looe Town Clerk

Please note that this meeting is open to members of the public. *If you would like information about attending a meeting or how to ask a question, please email enquiries@looetowncouncil.gov.uk or ring 01503 262255*



Meeting of Looe Town Council
24th March 2026 at 6.00pm

AGENDA

	Welcome	
FC25/26.138	To Receive Apologies for Absence and reasons given.	
FC25/26.139	To Receive Declarations of Interest/ Requests for Dispensations To RECEIVE any declarations of interest. To RESOLVE to grant dispensations where appropriate. Councillors are reminded to declare any interest on any item on the agenda at this point or at any point during the meeting in accordance with the Council's Code of Conduct.	
FC25/26.140	Public Participation To receive representations from members of the public ¹	
FC25/26.141	Minutes: Full Council Meeting. To receive and resolve to adopt the minutes of the Full Council meeting held on 27 th January 2026	
FC25/26.142	Minutes: Council Committees and Working Groups: To resolve to adopt the minutes of the Finance & Strategy Committee held on 20 th January 2026 To resolve to adopt the minutes of the Planning Committee held on 13 th January 2026 and 10 th February 2026	
FC25/26.143	Police Report To receive a report on Neighbourhood Policing from Insp Jamie Musgrove	
FC25/26.144	To receive correspondence	
FC25/26.145	To receive a presentation from Looe Youth Council	
FC25/26.146	Council Committees and Working Groups: <ul style="list-style-type: none"> • To receive a report from the Planning Committee • To receive a report from the Finance & Strategy Committee 	
FC25/26.147	Cornwall Councillors To receive a report from Cllr Jim Candy To receive a report from Cllr Mark Gibbons	
FC25/26.148	Mayor's Report To receive a report from Cllr Stephen Remington	
FC25/26.149	Clerk's Report To receive a report from the Town Clerk outlining actions taken since the meeting on 27 th January 2026	
FC25/26.150	Deputy Clerk's Report To receive a report from the Deputy Town Clerk incorporating Services, Assets & Communities Committee report.	
FC25/26.151	To resolve to adopt the Community Grants Policy	
FC25/26.152	To receive a report on the options for land at Sunrising	
FC25/26.153	To receive a report to update on devolution activities	
FC25-26.154	To receive a report on a proposal to apply to the Local Council Awards Scheme	
FC25-26.155	To resolve to release funds to the Edwina Hannaford Skatepark Project	
FC25/26.156	Exclusion of members of the press and public To consider passing the following resolution	

	“In accordance with S1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the consideration of the following matter due to the confidential nature of the business to be discussed.” .	
	Confidential Items for discussion	
FC25/26.157	To receive a report on options for refurbishing the Library and Tourist Information Centre	
FC25/26.158	To review options for FloodFlash flood insurance	
FC25/26.159	Date of the next meeting: Tuesday 21st April 2026	

1 In accordance with Looe Town Council Standing Orders 3e, f, g and h members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda. A member of the public may speak for no more than 5 minutes and the period of time designated for public participation shall not exceed 15 minutes unless directed by the Chairman of the meeting.

LOOE TOWN COUNCIL

KONSEL TRE LOGH



Full Council Meeting Minutes

Held in

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

On Tuesday 27th January 2026 at 6.00pm

PRESENT: Cllr Stephen Remington - Mayor (SR)
Cllr Jamie Pearn - Deputy Mayor (JP)
Cllr Jon Holmes (JH)
Cllr Simon Barker (SB)
Cllr Chris Harwood (CH)
Cllr Jasper Graham -Jones (JGJ)
Cllr Elliot Stone (ES)
Cllr Mark Pughe (MPU)
Cllr Abbas Matini (AM)

IN ATTENDANCE: Sam White (Town Clerk)
Sharon Payne (Deputy Town Clerk)
Fiona Wilkes-Jones (RFO)
Donna Folland (Admin Officer)
Police Representative – Kate Bourne
Cornwall Councillor – Jim Candy

Members of the Public: 2

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p>Welcome</p> <p>The Mayor, Cllr Stephen Remington, welcomed everyone to the meeting and invited all to visit the RNLI station on 12th February 2026.</p>	

FC 25/26.118	<p>To Receive Apologies for Absence and the reasons given.</p> <p>It was agreed to accept apologies and the reasons given from Cllr James Lundy (JL), Cllr Chris Rose (CR), Cllr Adrian Rusu (AR) and Cllr Michala Powell (MP).</p> <p>Cllr Charleigh Patterson (CP) was absent.</p>	
FC 25/26.119	<p>To Receive Declarations of Interest / Requests for Dispensations.</p> <p>None received.</p>	
FC 25/26.120	<p>Public Participation.</p> <p>A member of the public informed the Councillors of a sponsored walk on 15th August 2026 to raise money for Talland Church. The circular walk would start at Talland Church and include Watergate Bay, Looe Island and the Coastal Path. Cllrs offered to support advertising the event through Social Media, Visit Looe and Library Services.</p>	
FC 25/26.121	<p>Minutes: Full Council Meeting</p> <p>It was RESOLVED to approve the Minutes of the Full Council meeting held on 16th December 2025.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Mark Pughe. Carried 8 for / 1abstained.</p>	
FC 25/26.122	<p>Minutes: Council Committees and Working Groups:</p> <p>Finance and Strategy Committee held on 15th December 2025</p> <p>The Finance and Strategy Committee Minutes were circulated and noted.</p>	

	<p>It was RESOLVED to adopt the minutes of the Finance & Strategy Committee held on 15th December.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p> <p>Planning Committee held on 4th November 2025</p> <p>The Planning Committee minutes were circulated and noted.</p> <p>It was RESOLVED to adopt the minutes of the Planning Committee held on 4th November 2025.</p> <p>Proposed by Cllr Chris Harwood and seconded by Cllr Jasper Graham- Jones. All in favour.</p>	
FC 25/26.123	<p>Police Report</p> <p>The Police report was circulated and noted. PC Kate Bourne gave an overview of the Crime statistics within the report. Cllr Stephen Remington acknowledged the support of the Town’s CCTV and the Deputy Clerk for her drive in the upgrade and installation.</p>	
FC 25/26.124	<p>To receive correspondence</p> <p>Correspondence was received regarding a request for a Grit bin for Downs Road and pedestrian safety signs and pavement use for West Looe and Hannafore.</p>	
FC 25/26.125	<p>Council Committees and Working Groups:</p> <p>A report from the Planning Committee was circulated and noted.</p> <p>It was RESOLVED to note the report from the Planning Committee.</p>	

	<p>Proposed by Cllr Chris Harwood and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.126	<p>Cornwall Councillors:</p> <p>To receive a report from Cllr Jim Candy.</p> <p>A report from Cllr Jim Candy was circulated and noted. Cllr Candy gave an overview of his report and answered questions from Cllrs. Thanks was given to Cllr Candy for his report.</p> <p>To receive a report from Cllr Mark Gibbons</p> <p>A report from Cllr Mark Gibbons was circulated and noted.</p> <p>It was RESOLVED to note the report from Cllr Mark Gibbons.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.127	<p>Mayor's Report</p> <p>The Mayor's report was circulated and noted. Cllr Remington gave an overview of his report.</p>	
FC 25/26.128	<p>Clerk's Report</p> <p>The Clerk's report was circulated and noted.</p> <p>The Town Clerk gave an overview of her report and updated Cllrs on her attendance today, with the Mayor, at the Tourism Summit.</p> <p>It was RESOLVED to note the Town Clerk's report.</p> <p>Proposed by Cllr Chris Harwood and seconded by Cllr Simon Barker. All in favour.</p>	

<p>FC 25/26.129</p>	<p>Deputy Clerk's Report</p> <p>The Deputy Clerk's Report was circulated and noted.</p> <p>The Deputy Clerk gave an overview of her report and updated Cllrs regarding the status of the Electric Vehicle. A meeting of the Looe's Loos working group will be arranged before the change to the Toilet opening hours for the Spring/Summer.</p> <p>It was RESOLVED to note the Deputy Clerk's Report.</p> <p>Proposed by Cllr John Holmes and seconded by Cllr Mark Pughe. All in favour.</p>	<p>SP to arrange a date for Looe's Loos Working Group.</p>
<p>FC 25/26.130</p>	<p>To resolve to appoint a substitute representative to the South East Cornwall Community Area Partnership</p> <p>The need to nominate a Councillor representative to attend the Southeast Cornwall Community Area Partnership meetings enabling the Council to vote at the meetings was recognised.</p> <p>It was RESOLVED to appoint Cllr Simon Barker as a substitute representative to South East Cornwall Community Area Partnership to attend the meeting on 7th April 2026.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Mark Pughe. All in favour.</p>	
<p>FC 25/26.131</p>	<p>To consider a recommendation from the Finance & Strategy Committee on the budget for 2026/2027 and receive a report from the Finance & Strategy Committee.</p> <p>The Finance and Strategy Report was circulated and noted. The RFO gave an overview of her report listing the achievements since the last meeting.</p>	

	<p>It was RESOLVED to note the Finance and Strategy report.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Simon Barker. All in favour.</p> <p>A Report from the Finance and Strategy Committee regarding the Looe Town Council Budget and Precept demand for the financial year 2026-27 was circulated and noted.</p> <p>The RFO gave an overview of the report and the recommendation from the Finance and Strategy Committee to Full Council to approve the Precept demand for 2026-27 and to approve the Budget for 2026-27.</p> <p>It was RESOLVED to approve</p> <ul style="list-style-type: none"> • the Precept demand for 2026-27 of £596,682 which equates to a 4.9% Council Tax charge increase. • The Budget for 2026-27 with income of £691,632 expenditure of £724,926 and a drawdown of £33,294 from Reserves. <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p> <p>Thanks were given to the RFO, Officers, Finance and Strategy Committee and the working group.</p>	
FC 25/26.132	<p>To receive and note the details of the Off Street Parking orders 2026.</p> <p>The Off Street Parking Orders 2026 were circulated and noted. The Town Clerk gave an overview of the Off Street Parking Order and highlighted that responses to the proposals could be submitted via their website, via email or in writing using their Response Form. Discussion ensued and it was agreed the Town Clerk would draft a response on behalf of the Town Council not to remove the 2-3 hour tariff in</p>	

	<p>Long Stay Car Parks. Comments would be obtained via email circulation. This would then be forwarded to Cllr Jim Candy to feed into the Portfolio Holder.</p> <p>It was RESOLVED to draft a response on behalf of the Town Council to object to the removal of the 2-3 hour parking tariff in Long Stay Car Parks.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones. Carried 8 for / 1 abstained.</p>	
FC 25/26.133	<p>To receive a report into the consultation on amendments to the Public Space Protection Order.</p> <p>The report into the consultation on amendments to the Public Space Protection order was circulated and noted. Discussion ensued and Cllrs agreed to Cornwall Council proposed renewal of the county-wide Public Space and Protection Order prohibiting street drinking associated with Anti-Social behaviour.</p> <p>It was RESOLVED to respond to the online consultation questionnaire in agreement of Cornwall Councils renewal of the Public Space and Protection Order prohibiting street drinking associated with Anti-Social behaviour.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Abbas Matini. Carried 8 for / 1 against.</p>	
FC 25/26.134	<p>To receive and note the 'Arts for Looe Feasibility Report'.</p> <p>The Arts for Looe Feasibility Report was circulated and noted. Cllr Stephen Remington gave an overview of the report, the use of the TRIP Funding, and hopes that the project will improve life for residents in Looe and also</p>	

	<p>encourage Looe as a Tourist Destination consequently aiding opportunities for grant applications.</p> <p>It was RESOLVED to note the Arts for Looe Feasibility Report.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr John Holmes. All in favour.</p>	
FC 25/26.135	<p>Co-option</p> <p>To consider applications for filling the Council vacancy and resolve to fill the vacancy through co-option.</p> <p>The application from George Ingham was circulated and noted. He introduced himself to Councillors and discussed why he would like to join Looe Town Council as a Councillor. Discussion ensued and Cllrs agreed George Ingham should be co-opted onto the Council.</p> <p>It was RESOLVED to co-opt George Ingham as a Councillor for Looe Town Council.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Simon Barker. All in favour.</p>	TC
FC 25/26.136	<p>Exclusion of members of the press and public.</p> <p>To consider passing the following resolution.</p> <p>“In accordance with S1(2) of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting during the consideration of the following matter due to the confidential nature of the business to be discussed.”</p>	
FC 25/26.137	<p>Confidential Items for discussion</p> <p>None.</p>	

FC 25/26.138	Date of Next Meeting: TBC	
	Meeting Closed at: 7:55pm	

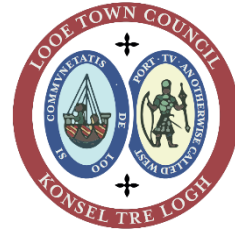
Signed:

Date:

Draft

LOOE TOWN COUNCIL

KONSEL TRE LOGH



Finance and Strategy Committee Minutes

Held in

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

On 20th January 2026 at 6.00pm

Present: Cllr Simon Barker (SB)
Cllr Stephen Remington (SR)
Cllr Mark Pughe (MPU)
Cllr Jamie Pearn (JP)
Cllr Jon Holmes (JH)
Cllr Abbas Matini (AM)

In Attendance: Sam White, Town Clerk (TC)
Fiona Wilkes-Jones, Responsible Financial Officer (RFO)
Donna Folland, Admin Officer (AO)

Members of the Public: None present.

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p>Welcome</p> <p>Cllr Mark Pughe welcomed everyone to the meeting of the Finance and Strategy Committee.</p> <p>Cllr Jon Holmes expressed an interested in being co-opted onto the Finance and Strategy Committee for the meeting.</p> <p>It was RESOLVED to co-opt Cllr Jon Holmes onto the Finance and Strategy Committee for the meeting.</p>	

	Proposed by Cllr Stephen Remington and seconded by Cllr Abbas Matini. All in favour.	
FAS/25-26/094	To Receive and accept apologies. It was AGREED to accept the apologies for absence and the reasons given from Cllr Chris Rose. Cllr Jasper Graham-Jones (JGJ) was absent.	
FAS/25-26/095	To Receive Declarations of Interest / Requests for Dispensations. None declared.	
FAS/25-26/096	To Receive Questions from members of the public in respect to the business on the agenda. None present. Cllr Simon Barker joined the meeting 6:07pm.	
FAS/25-26/097	Finance and Strategy Committee Minutes It was RESOLVED to approve the minutes of the previous Finance and Strategy Committee meeting held on 15 th December 2025. Proposed by Cllr Stephen Remington (SR) seconded by Cllr Mark Pughe. Carried 4 for /2 abstained as not present at the meeting.	
Finance		
FAS/25-26/098	To receive an update report, from the RFO. The report from the RFO was circulated and noted. There were no further questions from Cllrs.	
FAS/25-26/099	To receive the following reports and resolve to approve: 1. Bank Reconciliations December 2025. It was agreed the December 2025 Bank Reconciliations would be approved at the next meeting of the Finance and Strategy Committee.	

	<p>2. Previous Supplier payments.</p> <p>The Previous Supplier payments were circulated and noted.</p> <p>There was a query over a payment of £805.51. The RFO will update Cllrs with details of the expenditure.</p> <p>It was RESOLVED to approve the Previous Supplier payments.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour.</p>	RFO
FAS/25-26/0100	<p>To receive the following reports and resolve to approve:</p> <p>1. LTC expenditure report December 2025.</p> <p>It was RESOLVED to approve the LTC expenditure report December 2025.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Mark Pughe. All in favour.</p>	
FAS/25-26/0101	<p>To receive and note a report on</p> <p>1. Income v Expenditure 2025-26.</p> <p>The Income v Expenditure 2025-26 report was circulated and noted.</p> <p>Councillors thanked the RFO for her detailed reports.</p>	
FAS/25-26/0102	<p>To receive, note, recommend.</p> <p>1. Forecast for 2025-26</p> <p>The Forecast for 2025-26 was circulated and noted.</p> <p>The RFO gave an overview of the Forecast for 2025-26. Cllrs agreed that there were no surprises within the report and it showed a good management of resources and predictions were coming in under budget for the year.</p> <p>2. Budget 2026-27</p> <p>The Budget 2026-27 was circulated and noted detailing income, Looe's Tax base, predicted expenditure and key changes. Thanks were given to the working group with the</p>	

	<p>assistance of Officers who have aligned the Councils Strategic Plan alongside the provision of existing services within the budget for 2026-27. A one-page information sheet will be produced for the public to clarify the Councils expenditure and reasoning for the Precept increase.</p> <p>It was RESOLVED to recommend to Full Council an increase to the Precept demand to £596,682 which equates to a rise of 4.9% in Council Tax and the budget for 2026 -27 expenditure at £724,926 with income at £691,632 and a requirement to drawdown Reserves of £33,294 to balance the budget for 2026-27.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour.</p>	
FAS/25-26/0103	Date of next meeting: Tuesday 17 th March 2026	

The Meeting closed at 6:28pm.

Signed

Date.....



LOOE TOWN COUNCIL KONSEL TRE LOGH

MINUTES OF THE PLANNING COMMITTEE MEETING

Held on the 13th of January 2026 at 6.00pm

At Looe Library & Community Hub, The Millpool, Looe, PL13 2AF

REPORT TO COUNCIL

PRESENT: Councillor J Lundy (JL) – Chair
Councillor S Remington (SR)
Councillor J Graham-Jones (JGJ)
Councillor C Harwood (CH)
Councillor E Stone (ER)

IN ATTENDANCE: S Bonney – Planning and Finance Officer (PFO)

	Welcome The Chair welcomed Councillors to the meeting.	Actions
PLG 240	To Receive and Consider Apologies Apologies were received from councillors: Powell and Rose. Councillor Patterson was absent.	
PLG 241	To Receive Declarations of Interest None Received.	
PLG 242	To Receive Questions from Members of the Public. No members of the public were in attendance.	
PLG 243	To Resolve to Approve the Minutes of the Planning Committee meetings held on the 4th of November 2025. It was resolved to approve the Minutes of the Planning Committee meeting held on the 4 th of November, upon completion of the amendment of item PLG222, proposed by Councillor Lundy, Seconded by Cllr Graham-Jones, Cllr Harwood in favour.	

PLG 244	Questions on Update from Planning & Financial Officer. The PFO stated that a written report had been circulated to Councillors and all actions from the previous meeting were completed.	PFO
PLG 245	Correspondence. Correspondence received regarding PA26/09422 was discussed by the committee. Correspondence received regarding PA26/00107 was discussed by the committee. Works to Trees for Local authority decision only had been made available for information to the councillors. The future removal of BT equipment from the Telephone box at the seafront.	
PLG 246	To Receive and Note Decision Notices. It was noted that decisions are currently 81.59 % in line with those of Cornwall Council.	
PLG 247	To Receive and Discuss Site Meetings and Planning Appeals None.	
PLG 248	To Receive and Discuss 5 Day Protocols None Received.	
PLG 249	To Consider the Planning Applications as listed and agree comments/ recommendations to be made to Cornwall Council. <u>PA25/09135</u> <u>Trenoweth Barbican Hill East Looe-Proposed re-roofing and construction of rear dormer</u> It was resolved to SUPPORT this application PA25/09135 by Cllr Lundy, seconded by Cllr Remington, All in favour. <u>PA25/09297</u> <u>Theydon Portuan Road West Looe-Removal of existing garage, construction of new attached garage with new entrance link and bedroom above</u> It was resolved to SUPPORT this application PA25/09297 proposed by Cllr Lundy, seconded by Cllr Remington, All in favour.	PFO to upload comments to CC website

PA25/09422

Old Barbican Cottage Barbican Hill East Looe- Replace four timber painted windows with heritage flush casement windows in textured manmade material. One window to be approved retrospectively in the same material.

Looe Town Council planning committee discussed the application PA25/09422, the committee welcomed a future application more in keeping with the surrounding area, as the current application is against policies:

Neighbourhood Development Policy

Policy TC7 - Window and Door Repair and Replacement in The Historic Core which states:

1. Repair work to doors and windows on listed buildings will be supported if:
 - a. it is absolutely necessary (in terms of sustainability, damage or deterioration); and
 - b. will be carried out on a like-for-like basis, ensuring that any repair work provides for an identical match to the original windows or doors

National Planning Policy Framework

Paragraph 215:

Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

The following comments were also made:

The Old Barbican Cottage is a valued non-listed heritage asset dating from before 1807 and forming part of the ancient farming hamlet known as Barbican Village. This group of buildings includes the Grade II-listed Old Barbican within its setting and the location was regarded as being of sufficient historic and architectural importance to be included within a limb of the Looe Conservation Area. The cottage itself is identified in the Looe Conservation Area Appraisal as “positive and relatively unaltered.”

Under application PA22/10249 it was agreed that double glazing could be introduced to this elevation, on the specific condition that the replacements were slim-line heritage double-glazed timber units. The uPVC units now proposed - even in the form of semi-heritage products from Evolution - would nevertheless be visibly different, due to the thickness and engineered finish of the framing, the projecting trickle vents, and their overall appearance would

detract from both the building and the wider historic setting.

The relevant condition from PA22/10249 was Condition 3:

Notwithstanding the approved plans the proposed window replacements shall match the style of the existing windows and the proposed windows in the south-eastern elevation shall be timber slim line double glazed heritage units. Details of all the proposed windows shall be submitted to and agreed in writing by the Local Planning Authority prior to their installation. The development shall be carried out in accordance with the agreed details.

Reason: To preserve the character and appearance of the property and the surrounding Conservation Area, in accordance with Policy 24 of the Cornwall Local Plan Strategic Policies 2010–2030 and Section 16 of the National Planning Policy Framework 2021.

Other relevant approvals and refusals:

PA25/00102 Albatross Cottages Church Street East Looe Cornwall - Replacement of existing wooden windows with new like for like Heritage style uPVC windows refused.

PA16/11417 Clifford Cottage, Lower Market Street, East Looe (see their joinery details) represents a more appropriate approach because seasoned timber was used with slim glazing units and colour-matched (not black or silver) spacings.

Arguments for retaining wooden windows instead of replacing with uPVC:

1. Historical Integrity: Original wooden windows are integral to the character of historic properties. Historical assets are irreplaceable and repairing them would preserve their architectural authenticity and cultural heritage.
2. Aesthetic Authenticity: Some uPVC windows may be described as 'heritage grade' but this term is primarily marketing jargon and does not guarantee like-for-like replacements. Modern uPVC
3. Windows may mimic timber but look modern and noticeably fail to replicate the details, proportions, joints, glazing and finish of traditional wooden frames.
4. Longevity and Environmental Impact: High-quality timber windows, when properly maintained, can last for centuries. UPVC windows have a limited lifespan and may require replacement after a few decades. Timber is a renewable resource capable of repair thus reducing waste and avoiding energy-intensive manufacture associated with replacement uPVC.

	<p>5. Investment: Although perhaps not a planning consideration, research indicates that preserving or restoring authentic architectural features, especially in conservation areas, benefits property value.</p> <p>It was resolved to OBJECT to the application PA25/09422, Proposed by Cllr Lundy, seconded by Cllr Remington, Cllr Harwood in favour, Councillors Stone and Graham-Jones were opposed to the objection.</p>	
PLG 250	<p>To Discuss and Recommend Communication of Key Messages</p> <p>It was discussed that the deputy clerk intends to replace the current noticeboard at the Barrat's Estate.</p>	
PLG 251	<p>Other urgent business as determined by the Chairman (for information only)</p> <p>It was discussed that the planning officer would liaise with the communications officer regarding the social media posts with links to the planning list.</p>	PFO to liaise with C&C officer
PLG 252	<p>Exclusion of members of the press and public.</p> <p>No Matters.</p> <p>The Meeting closed at 18.45pm.</p>	
	<p>Date of next Planning Meeting:</p> <p>10th February 2026.</p>	

Signed

Date.....



LOOE TOWN COUNCIL KONSEL TRE LOGH

MINUTES OF THE PLANNING COMMITTEE MEETING

Held on the 10th of February 2026 at 6.00pm

At Looe Library & Community Hub, The Millpool, Looe, PL13 2AF

REPORT TO COUNCIL

PRESENT: Councillor J Lundy (JL) – Chair
Councillor S Remington (SR)
Councillor J Graham-Jones (JGJ)
Councillor C Harwood (CH)
Councillor C Rose (CR)

IN ATTENDANCE: S Bonney – Planning and Finance Officer (PFO)

	Welcome	Actions
	The Chair welcomed Councillors to the meeting.	
PLG 253	To Receive and Consider Apologies Apologies were received from councillor Stone. Councillors Powell and Patterson were absent.	
PLG 254	To Receive Declarations of Interest None Received.	
PLG 255	To Receive Questions from Members of the Public. There was one member of the public in attendance.	
PLG 256	To Resolve to Approve the Minutes of the Planning Committee meetings held on the 13th of January 2026. It was resolved to approve the Minutes of the Planning Committee meeting held on the 13 th of January 2026, proposed by Councillor Lundy, seconded by Cllr Remington, Cllr Harwood in favour, Cllr Rose abstained.	
PLG 257	Questions on Update from Planning & Financial Officer. The PFO stated that a written report had been circulated to Councillors and all actions from the previous meeting were completed.	PFO

<p>PLG 258</p>	<p>Correspondence. Correspondence received regarding PA25/09635 was discussed by the committee.</p> <p><u>Works To Trees-(To be decided under delegated authority.)</u> PA26/00220 – Klymiarven Cottage Barbican Hill, East Looe - Reduce the height of 4 x Medium Ash each to approximately 5m above ground level.</p>	
<p>PLG 259</p>	<p>To Receive and Note Decision Notices. It was noted that decisions are currently 81.77% in line with those of Cornwall Council.</p>	
<p>PLG 260</p>	<p>To Receive and Discuss Site Meetings and Planning Appeals None.</p>	
<p>PLG 261</p>	<p>To Receive and Discuss 5 Day Protocols None Received.</p>	
<p>PLG 262</p>	<p>To Consider the Planning Applications as listed and agree comments/ recommendations to be made to Cornwall Council.</p> <p><u>PA25/09635</u></p> <p><u>8 Barbican Close- Conversion of garage into kitchen, utility and entrance. Replacement of existing flat garage roof to a hipped roof with Velux window. Decking to garden at rear.</u></p> <p>It was resolved to SUPPORT this application PA25/09635 by Cllr Lundy, seconded by Cllr Remington, All in favour.</p> <p><u>PA26/00002</u></p> <p><u>Island View Café, Looe-Replacement three dilapidated outbuildings with a single flat-pack container.</u></p> <p>Looe Town Council planning committee discussed this application PA26/00002, and it was resolved to SUPPORT this application subject to the implementation of the cladding matching that of the tennis court and in an appropriate similar colour, proposed by Cllr Lundy, seconded by Cllr Graham-Jones, All in favour.</p> <p><u>PA26/00310</u></p> <p><u>Weathervane Cottage West Looe Hill West Looe- Proposed re-roofing and alteration to window in East Elevation.</u></p> <p>It was resolved to SUPPORT this application PA26/00310 proposed by Cllr Lundy, seconded Cllr Graham-Jones, All in favour.</p>	<p>PFO to upload comments to CC website</p>

PLG 263	To Discuss and Recommend Communication of Key Messages No Matters.	
PLG 264	Other urgent business as determined by the Chairman (for information only) <u>PA25 03028 - Millendreath Holiday Village Millendreath - Re-development of existing beach resort to create new flood alleviation channel, replacement of 103 units of holiday accommodation (existing and extant) and the addition of up to 87 units of holiday accommodation.</u> The chair advised the committee that this application will be discussed at the planning meeting on the 10 th of March 2026.	
PLG 265	Exclusion of members of the press and public. No Matters. The Meeting closed at 18.25pm.	
	Date of next Planning Meeting: 10 th March 2026.	

Signed

Date.....



Planning Report for Full Council 24.3.26

Author : Cllr J Lundy

Both February and March has seen a good variety of application types , I have set out below the application lists reviewed by our Planning Committee for each month:

February :

DATE	REF. & OFFICER	LOCATION	PROPOSAL
8 January 2026	PA25 09635 Josep Sandercock	8 Barbican Close	Conversion of garage into kitchen, utility and entrance. Replacement of existing flat garage roof to a hipped roof with Velux window. Decking to garden at rear. Internal remodel to create plan suitable for modern day living.
26 January 2026	PA26 00002 Josep Sandercock	Island View Cafe	Replacement three dilapidated outbuildings with a single flat-pack container.
27 January 2026	PA26/00310 Josep Sandercock	Weathervane Cottage West Looe Hill West Looe	Proposed re-roofing and alteration to window in East Elevation.

Works to Trees (To be decided under delegated authority.)

DATE	REF. & OFFICER	LOCATION	PROPOSAL
15 January 2026	PA26 00220 Phillipa Day	Klymiarven Cottage Barbican Hill East Looe	Works to Trees within a Conservation Area (TCA) - Group 1 - 4 x Medium Ash - Reduce the height of each to approx 5m above ground level, with lateral branch reduction to provide balanced crowns and remove overhanging growth. Group 2 - 3 x Medium Ash - Reduce the height of each to approx 5m above ground level, with proportionate crown reduction to maintain natural form.

March:

DATE	REF. & OFFICER	LOCATION	PROPOSAL
6 February 2026	PA25/03028 Stephen Kirby	Millendreath Holiday Village Millendreath Looe Cornwall	Re-development of existing beach resort to create new flood alleviation channel, replacement of 103 units of holiday accommodation (existing and extant) and the addition of up to 87 units of holiday accommodation. Construction of a restaurant building, a central facilities building, a tennis court, car parking, passing places, re-alignment of the coastal path, hard and soft landscaping, fixed surface infrastructure and other associated works (including a replacement sea wall).
4 February 2026	PA26/00575 Josep Sandercock	Constance Penroy Court Marine Drive West Looe	Replace existing window with new French doors and side windows.
12 February 2026	PA26/00613 Josep Sandercock	Former Amusement Arcade Quay Street East Looe	Alterations, replacement windows, formation of the recessed balcony on first floor level. Change of use to first floor and part of ground floor to form 2-bedroom flat on 1st floor level with ground floor storage.
27 February 2026	PA26/00688 Josep Sandercock	1 Moondarra the Crescent West Looe	Replacement of existing garages with proposed garage and home office/gym.
27 February 2026	PA26/00817 Josep Sandercock	4 Topview Chapel Ground West Looe	Proposed extension.
2 March 2026	PA26/01236 Josep Sandercock	Rose Cottage West Looe Hill West Looe	Re-roofing of Rose Cottage.

Works to Trees (To be decided under delegated authority.)

DATE	REF. & OFFICER	LOCATION	PROPOSAL
17 February 2026	PA26/01012 Philippa Day	Primrose Cottage West Looe Hill West Looe	Works to trees in a Conservation Area, namely, 1) Eucalyptus (1) has split at the base and is leaning at a dangerous angle. Looking to remove and replace with a 5/6' eucalyptus tree. 2) Two red robin hedges (2) very overgrown approx 1.5m from house. Now causing damage to side wall which abuts access road. To remove and replace with a mix of red robin and other hedge.

PA25/03028 – Millendreath Holiday Village, Millendreath, Looe

As this is a large scale development which falls partially within our parish I have set out the consultee comments below provided by our Planning Committee for ease of reference:

Quote

SUPPORT in Principle

Looe Town Council support this proposal with the following recommendations:

1) SOUTHWEST COAST PATH

The application title implies that the SWCP is to be realigned, but the submitted plans do not show how the route will be managed within the site.

Looe Town Council would support retention of the path's current route alongside the seawall at the top of the beach. Any diversion, for example, through the proposed car parking area, could reduce the SWCP's amenity value and create potential conflict with vehicle movements.

2) DRAGON'S TEETH WW2 DEFENCES

The existing seawalls incorporate two rows of WW2 'dragon's teeth' anti-tank obstacles, whose distinctive forms remain clearly visible. These features are of cultural and historical significance to Millendreath and the wider Cornish coast. A heritage assessment, together with proposals for their protection, would therefore be welcomed.

Currently, the application is short of detail on how the development relates to the SWCP, the beach and the seafront. To ensure there are no unexpected and unwanted outcomes it is prudent to clarify and agree these matters before any decision is made to allow the project to proceed.

Looe Town Council also raise the following points of concern from our previous consultee comments dated 6th June 25 which are as follows:

The proposal will encroach on the Woodland & Spinney which is an important green space.

Additional traffic and impact on Looe's wider infrastructure

Concerns are also raised on the impact of Looe's already pressured sewage system.

We therefore refer to the following policy context:

Cornwall Local Plan:

- Policy 12 ' Design 1 a) b) e)
- Policy 26 - Flood risk management and coastal change
- Policy 28 ' Infrastructure
- Policy 24- Historic Environment

Looe Neighbourhood Development Plan:

Policy CCL55- Drainage Management and Land Stability-Page36

Concerns were also raised regarding the Ecology report as there is a large toad population in the area.

Unquote

The Planning Committee has submitted all comments as a consultee to Cornwall Council via the online planning portal. Submitted comments can also be viewed under each individual planning reference number.

Planning Decisions Percentages in line with Cornwall Council

February : **81.77%** inline with Cornwall Council

March: **82.03%** inline with Cornwall Council

Keep Pavements Clear Leaflet

It was agreed by planning members at our March meeting that it would be beneficial to issue businesses with a 'Keep Pavements Clear' leaflet as oppose to a formal letter this helps to spell out the issues of obstructions on pavements in simple terms without a lengthy letter. A formal letter however could still be issued to repeat offenders.

Below is a copy of the proposed leaflet – **NB** : There are a couple of minor amendments to the first section which will read : '**Blocking pavements is dangerous causing pedestrians, prams, wheelchairs to step into the road to get past**'.



PLEASE KEEP PAVEMENTS CLEAR!

Please be considerate and keep pavements clear of A-boards, goods and other obstructions.



Blocking pavements is dangerous. Pedestrians, prams, wheelchairs must step in the road to get past.



Keep our streets accessible, make sure there's room for everyone to use the pavements safely, including those with disabilities and mobility aids.



Under section 137 of the Highways Act 1980, you must NOT obstruct pavements and make passage unsafe or inconvenient.

National Planning Policy Framework Reforms

On Monday 9th March I attended an online briefing conducted by CALC in relation to current proposals for National Planning Policy Framework Reforms. This includes changes to Neighbourhood Development Plans . Town and Parish Councils have been assured that updates and workshops will be provided in the Spring as there are still a number of unknowns as to what these changes will actually consist of !

Once updates are provided this will of course be shared with members .

My thanks go to Sam and Schanine for their support .

Cllr James Lundy – Planning Chair 20.3.26



Author: Finance & Strategy Committee
 Committee: Full Council
 Status: Public
 Agenda Item: FC 25-26.146
 Date: 18.03.26

Finance & Strategy Report

Resolutions

- All bank statements from December 25 to February 26 have been checked and Minuted.
- Monthly expenditure payments have been approved and are now on our Looe Town Council website.
- The committee have reviewed and noted the income v expenditure along with the forecast for 2025-26.
- The Committee approved the grant payment to the Boundless Trust of £1,000.
- The Committee approved the renewal of the Councils insurance and have recommended a review of the FlashFlood cover for Full Council (agenda item FC25/26.158).

Update

- The Council have received a credit of £3,372 from Everflow relating to the overcharging at the Hannafore site. A submitted claim for the leak in April 2025 at Hannafore is still under review.
- The VAT Return quarter October 2025 to December 2025 resulted in a reclaim of £5,071.84
- Income v Expenditure 2025-26 Summary of year to date

	Budget YTD Apr-Feb	Actual YTD Apr-Feb	YTD Variance
Income summary			
Precept	£569,900	£569,900	£0
Rental income	£12,325	£12,385	£60
Toilet income (entry & advertising)	£45,115	£50,281	£5,167
Grant income	£0	£18,823	£18,823
Miscellaneous	£23,833	£34,240	£10,406
Total income	£651,173	£685,629	£34,456
Looe Food Festival income		£12,025	£12,025
Expenditure summary			
Overheads	£32,485	£34,939	-£2,454
Admin/Council	£207,527	£200,961	£6,566
Hub/Library	£144,867	£128,918	£15,949
Facilities/toilets	£194,902	£192,696	£2,206
Services/Assets	£26,080	£31,758	-£5,677
Grant/donations	£19,200	£18,021	£1,179
Total expenditure	£625,060	£607,292	£17,769
Looe Food Festival expenditure		£5,840	£5,840
Surplus/deficit	£26,113	£78,337	£52,225
Earmarked Reserves	£0	£28,137	

Total income for the year to date is £685,629 which has exceeded the budget by £34,456 (excludes Looe Food Festival funds). This favourable variance is mainly driven by external funding, including match funding for the summer security provision from the Looe Business Forum of £6,752, grant income of £18,823 supporting the Looe Heritage Trail and Creative Looe projects, along with toilet cubical advertising of £3,450.

Total expenditure to date is £607,292 which is below the budget by £17,769 (excluding Looe Food Festival expenses). Underspends have occurred across several service areas. However, as one month remains in the financial year, further expenditure may still occur. Earmarked reserve expenditure currently stands at £28,137.

Overall, grant funding has supported additional expenditure on specific projects. Lower than anticipated revenue expenditure and delays to certain projects have resulted in reduced costs in some areas. It is expected that higher project costs are likely during the 2026-27 financial year.

- A data audit is about to be completed by Officers.

Priorities

- A Finance & Strategy working group will meet to undertake the review of the following for approval during June 2026.
 1. Reserve allocations
 2. Financial Regulations
 3. Risk Register assessment
 4. Investment Strategy
 5. Internal Controls
- Preparation for financial year-end and internal and external audits for the financial year 2025-26.
- Review of potential internal auditors from 2026-27.
- Completion of the Community Infrastructure Levy Report for 2025-26.

Looe TC Report for 24.3.2026

- A) I want to thank the Mayor and rest of the team for supporting a resident who was homeless to get rented accommodation in Looe.
- B) 1) The decision on Car Parks was made on Wednesday. Kit Hill and those car parks on the Camel Trail will not see charges introduced.
2) The 2-3 hour parking slot has been removed, despite my campaign to see it maintained because of Looe's geography. I was told that evidence from elsewhere shows that visitors will increase their stay.
3) The Just Park app will need less to be loaded on it, £35 not £50, it gives significant discounts, I think only £1.95 to park all day in Millpool. [JustPark Wallet - Cornwall Council](#).
- C) The pothole backlog stands at 5,296 currently on our system. However nearly 400 per day are being fixed, with the number reported dropping due to better weather.

D) I attended the Twinning Meeting at Hannafore Point

E) The consultation re Tamar Tags increases to Account Fees is open until April 6th. Those with Tag Accounts will have had an email. The decision will be made in June.
- F) I attended the opening of the Boundless Trust meeting room which enables those with mobility issues to engage with them.
- G) The team is working to reopen the access to SWW plant at the top of the Millpool

Councillor update - budget pressures and rural road safety

As we move into spring and the days begin to brighten, I wanted to share a short update on some of the key issues I have been working on at Cornwall Council over recent weeks. Two of the most important have been the Council's budget for the year ahead and the ongoing challenge of road safety on our rural roads.

Cornwall Council has now agreed its budget for 2026/27, along with a forward plan for the next three years. I supported the budget, but I did so reluctantly and with some clear reservations.

The simple reality is that the Council is legally required to set a balanced budget. If a budget fails, it does not lead to a better one coming along. What it risks instead is emergency decisions, less consultation, and a greater loss of local control. For that reason, I did not feel that voting against it - even as a protest - would have been in the best interests of the communities I represent.

A major frustration this year was that Cornwall received none of the Government's Recovery Grant. That funding was distributed using national criteria, and Cornwall - like many other rural areas - was not eligible. In practice, that leaves councils like ours under even more pressure to raise money locally to deal with problems that are, in truth, national and structural.

I made the point during the budget discussion that if Cornwall Council expects Westminster to recognise the real pressures facing rural counties, it must also understand - and give proper weight to - the fact that those pressures are often felt first and hardest in smaller towns and parishes, far from Truro, like our own.

I will continue pressing for a fairer settlement for Cornwall, and for decisions within Cornwall that do not leave our rural communities carrying more than their fair share of the burden.

Road safety - the rural roads problem

At the same Scrutiny Committee, we also considered Cornwall's Road Safety Strategy.

My main concern is what I would call the rural roads problem. Too often, rural roads can have a history of serious accidents and near misses, yet still not meet the current criteria for speed management or other forms of intervention.

I raised Horningtops on the B3252 as a clear example, and I also made the wider point that we need to look again at how road safety criteria are applied on rural B-roads, including routes residents have raised with me such as the B3232 / B3252 corridor.

Put simply, if Cornwall is serious about reducing serious injuries and fatalities, then the way we assess and deal with risk on rural roads needs to evolve. It cannot just focus on places where interventions are easier to justify on paper.

I have a meeting scheduled with the Principal Transport Officer for Road Safety to discuss this further, and I will continue pressing the case.



LOOE TOWN COUNCIL KONSEL TRE LOGH

Looe Library and Community Hub,
The Millpool, West Looe PL13 2AF.
Telephone: 01503 262255 VAT Reg: 381 5093 50

MAYOR'S REPORT TO FULL COUNCIL – 24 March 2026

Strategic and budgetary planning

With the 2026/27 budget and precept agreed at our 27 January Full Council meeting, work continues on the forward plan for the Council's reserves. A working group meeting will have been held on 24 March before Full Council.

Cultural strategies

Councillors will have seen that Cornwall Council is consulting on a proposed **Cornwall Cultural Strategy** with a closing date of 24 April. We have a Full Council meeting on 21 April so, if our Council develops a position on this, we could consider it then before submission.

Meanwhile, **Creative Looe CIC**, has told us they are working towards funding applications to support ongoing creative strategy. Our Council is in close contact through our formal link, Jon Holmes, and our Clerk will support the CIC through the process as needed.

In my view, cultural strategies should not be considered in isolation. They should embrace many other areas of life, wellbeing, employment and economic diversity.

They must equally take full account of our town's heritage, its built historic core and wider conservation area. Our Neighbourhood Development Plan remains a core policy document, with legal weight, that all Councillors should be familiar with. <https://looetowncouncil.gov.uk/wp-content/uploads/2022/04/Looe-NDP-2021-Post-examination-version-v2i-reduced.pdf>

Town Twinning with Quiberon

The Twinning Steering Group, which is not a Town Council body but which we support, holds a Big Twinning Party on 18 March. I am writing this before that date and will give an oral update to Council.

Looe Business Forum and town security

Efforts continue to increase contributions from businesses towards the costs of the town security project for this year. These are difficult economic times but we anticipate that enough will be raised to call in all of the Council's match funding offer of £7,500, as budgeted.

The Business Forum is also encouraging members to sign up to UKPAC <https://uk-pac.com> which provides a direct and simple method for reporting crime and anti-social behaviour. Once wide membership is achieved this will be a significant asset to the town. Our Council is already signed up.

Our new CCTV system continues to prove its value, especially when coupled with coverage by the Harbour Commission and by individual businesses.

Edwina Hannaford Skatepark

Kim Spencer is leading the fundraising efforts for Looe Development Trust, whose task it is to raise the money for construction. Good progress is being made with major grant sources being pursued.

Looe Youth Council

Representatives of the Youth Council are attending this meeting and will have the opportunity to raise issues that they would like our Council to consider. Sam White and I attend, by invitation, meetings of the Youth Council at Looe Community Academy.

Meetings & appointments on behalf of the Council

Since our last Full Council meeting my principal engagements for the Council, often with Sam White, have included:

- 29 January New Year's Eve 'wash-up' meeting at Harbour Offices
- 30 January Looe Community Academy head teacher Paul Boyes with Duncan and Jason Bond
- 2 February Town Twinning Steering Group
- 4 February Looe Business Forum
- 4 February Zoom meeting on Business & Learning Hub planning application flood risk issues
- 10 February Planning Committee
- 11 February Mayor's Annual address to Looe & District u3a
- 12 February Councillors' visit to RNLI
- 14 February Supporting skatepark promotion at the Rose Garden
- 16 February Looe's Loos meeting
- 17 February Meeting on a homeless person's rehousing (several more later meetings)
- 23 February Liskeard School and Community College to discuss youth engagement policies
- 24 February Looeminations (festive lights) meeting
- 24 February Staffing Committee
- 2 March..... Boundless Trust
- 2 March..... Town Twinning Steering Group
- 5 March..... St Piran's Day celebrations at Library & Community Hub
- 9 March..... National Planning Policy Framework online briefing on forthcoming changes
- 10 March Planning Committee
- 13 March Tegan farewell at Library & Community Hub
- 13 March 100th birthday party at Rivermead
- 14 March Looe Volunteers Town Spring-clean (West Looe)
- 16 March Zoom meeting about skatepark
- 17 March Creative Looe CIC to discuss potential planning application process
- 17 March Finance and Strategy Committee

Planned on or after date of writing:

- 18 March Looe Youth Council meeting at Looe Community Academy
- 18 March UKPAC sign up meeting for businesses at The Jolly Sailor
- 18 March Big Twinning Party
- 19 March Opening of Boundless Trust's The Meeting Place in the Old Vets' building
- 20 March HMS Raleigh Passing-out Parade
- 21 March Edwina Hannaford Skatepark Skate Jam
- 21 March Looe Lions Club 60th Anniversary Charter Dinner
- 23 March Town Twinning Steering Group
- 24 March Finance Working Group to discuss reserves
- 24 March Full Council

In addition I have held many one-to-one meetings, emails and phone conversations with Councillors and Officers (Town and Cornwall) and members of the public.

Stephen Remington
18 March 2026



Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC/25-26/0128 Clerk's Report
Date: 18th March 2026

This report provides an update on the Town Clerk's activities since the meeting in January.

1. Meetings update

- 1.1. Since my last report, I have attended the Tourism Summit at Eden Project to discuss the next steps after the end of Visit Cornwall. It was a very interesting and thought provoking day and it was good that Looe was represented. Discussions are ongoing regarding the next iteration of destination marketing for Cornwall but in the meantime, we have been proactive in providing content to the interim marketing agency who are maintaining activity on the social media channels.
- 1.2. The initiative to revive the Looe Quiberon Twinning has continued to be active and there have been a number of further meetings to drive forward the connections and to plan for the Twinning party planned for 18th March. Elections are currently underway in France and so there may be a change of Mayor in Quiberon.
- 1.3. There was an informal online CALC Larger Councils' Meeting in February which included further discussions about the Tourism Summit and future funding and the Year End and the AGAR. The next meeting is also an online meeting but I will be absent on leave so the Deputy Clerk will attend in my place.
- 1.4. I joined the Healthy Rivers and Seas summit online although there were IT issues and so the first 15-20 minutes were missed. It was a very interesting discussion.
- 1.5. I met with the Apprenticeship Co-ordinator at Cornwall College to understand more about where our future apprentice will study and the structure of the course, which was very useful.
- 1.6. I attended a SLCC Transfer of Assets seminar which was very informative and provided a lot of information on the legal side of devolution.

2. TRIP funded projects

- 2.1. Claims for both of the TRIP funded projects have now been made and the grant funding received in full. There are still a couple of post-project reports that have to be completed and I will have regular catch ups with the team but apart from that, the projects are complete.

3. St Piran's Day

- 3.1. We had an excellent attendance for our St Piran's Day activities and thank you to all the Councillors and Officers who contributed to make the day a success.
- 3.2. It gives us a good platform to build in for future years and something the new Events & Communications Officer will be tasked with.

4. Recruitment

- 4.1. Recruitment is now underway for three vacancies – Events & Communications Officer, Cleaning & Maintenance Operative and Finance Officer and the closing date for all is 20th March.
- 4.2. We have had a good response so far with some excellent candidates.
- 4.3. Once we have shortlisted, we will schedule interviews with the aspiration of having people in post very soon.

5. Skatepark

- 5.1. Fundraising is coming along well with around 30% of the total already raised.
- 5.2. The EOI to the CIL fund has been submitted and we await news whether the project is through to the next stage
- 5.3. There will be a fundraising Skatepark Jam in the Millpool car park on Saturday 21st March 10am to 4pm with skate demonstrations, competitions, music and food. I did an interview on BBC Radio Cornwall to raise awareness of the project and promote the Jam.

6. Lantra road closure marshal training

- 6.1. I have booked a Lantra road closure training day delivered by Cormac, to be held at the Looe Library and Community Hub on Wednesday 7th October.
- 6.2. Completion of the Lantra training course is required for all marshals operating road closures. The certification needs to be renewed every 5 years.
- 6.3. Several people from other organisations such as Looe Lions have requested places and we have a maximum of 12 places on the course.
- 6.4. Please could any Councillors let me know if they would like to undertake the training so I have a good understanding of how many places are taken and how many I can release to external organisations.

7. Upcoming meetings

- 7.1. SE Cornwall CAP meeting on 7th April
- 7.2. CALC Larger Councils on 16th April
- 7.3. Also on 16th April, a webinar on the Local Council Awards Scheme

8. Recommendation

- 8.1. It is recommended that this report is noted.



Author: Sharon Payne, Deputy Town Clerk

Committee: FC 24th March 2026

Status: PUBLIC

Agenda Item FC 25-26.150 Deputy Clerk's Report

Date: 20th March 2026

1. **Purpose.** To provide an update to Full Council on the recent activity of the Services, Assets and Community Committee.

2. **Updates.**

- **Millpool and Seafront Toilet entry charges.** It was RESOLVED to increase entry charges by ten pence to forty pence per entry from 1st April 2026 (SAC.25-26/039.1).
- **Patients Car Park Barrier.** It was RESOLVED to increase the Patients Car Park Annual Permit to £222 (SAC.25-26/039.2). Unfortunately, in February a vehicle collided with the barrier arm causing damage to the barrier control unit. Our insurers are pursuing a claim and this has delayed the new entry intercom system. We hope to resolve this issue shortly and complete the promised works as soon as possible.
- **Electric Vehicle.** The Garia Utility Vehicle passenger door blew open and shattered on the 24th of January. Our insurers were able to provide a courtesy vehicle whilst repairs are ongoing. A new door has now been fitted and we are expecting it back from Launceston shortly.
- **Seafront Toilet Roof Project.** Services, Assets and Community Committee RESOLVED by email to approve a structural report for the seafront toilet roof and to appoint Robert Freer (Architect) for CDM services, Health and Safety and site visits to monitor the works. The structural report has been completed and the timbers are in good condition with evidence of

some leaks. Cornwall Council have stipulated that we will need planning permission for the works. This is in progress.

- **Guildhall Toilets** – The Deputy Clerk met with the Assistant Harbour Master to discuss adjustments to guttering systems on the surrounding properties. Our drainage contractor has removed the central drains in the toilets. An update will be provided to the Services, Assets and Community Committee on Tuesday 14th April.
- **The Mariners Garden** – Improvement works are ongoing.
- **CCTV Extension** – Cornwall Electrical Systems have completed the installation of two new cameras at the Millpool toilets.

3. **Looe's Loos** – met on Monday 16th February to discuss the seasonal opening hours of the town's toilet facilities and the adjustment of times to meet fluctuations in demand during school holidays and the tourist season. Between 28th March and 1st November, the facilities will be open from 9am to 7pm.

4. **The Meeting Place.** The Mayor; Councillor Stephen Remington, Councillors Jon Holmes and Michala Powell and the Deputy Clerk attended The Grand Opening of The Meeting Place. We would like to take this opportunity to thank the volunteers of Looe Community Meals for all they contribute to our community.





Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC25-26/151
Date: 18th March 2026

1. Background

- 1.1.** Members will recall that the Strategic Plan and Budget for 2026/27 included a proposal for realigning the Community Grants Fund to increase the overall funds available and to limit the maximum grant award to £500.
- 1.2.** There was also a proposal to split the fund allocation into two windows through the year.
- 1.3.** These proposals were approved in January 2026 as part of the budget setting process so an updated Community Grants Policy is now required to reflect those changes.

2. Further consideration

- 2.1.** At the Finance & Strategy Committee meeting on 17th March 2026, it was resolved to remove the proposal to split the fund allocation into two windows and instead invite applications at any time.

3. Draft wording

- 3.1.** A draft of the updated wording for the Policy is including alongside this report.

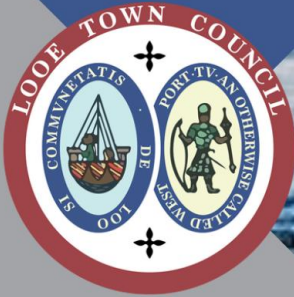
4. Recommendation

- 4.1.** It is recommended that the draft Community Grants Policy is approved and adopted

LOOE TOWN COUNCIL

K O N S E L T R E L O G H

Community Grants Policy



Adopted by Council:
25th March 2024

Draft March 2026

LOOE TOWN COUNCIL

Community Grants Policy

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Version ~~32.0~~

~~Approved March 2024~~ Draft March 2026

LOOE TOWN COUNCIL

Community Grants Policy

Introduction

- 1.1 Looe Town Council has a commitment to encourage, support and promote volunteer organisations and charities within Looe for the benefit of the town.
- 1.2 The Town Council welcomes applications for its community grants scheme.
- 1.3 The Town Council makes an annual budget provision for community grants but has limited financial resources and may refuse funding applications or reduce the level of support requested. Grants awarded do not set precedents for future awards.
- 1.4 Community Grants come from taxpayer funds and a key principle of this policy is to ensure that grant expenditure is open and transparent.
- 1.5 The organisation applying for a grant must be based in Looe or must be able to demonstrate the benefits it brings to the people living in the community of Looe.
- ~~1.4~~
- ~~1.5 Decisions relating to grant applications for up to £1,000 are delegated to the Finance and Strategy Committee. Applications for grants above £3,000 will be considered by Full Council.~~
- 1.6 Applicants are encouraged to look at alternative sources of funding in addition to our community grant scheme.
- 1.7 The Town Council seeks to provide grants which support our vision for an improved quality of life and environment for Looe as a great place in which to live, work, visit and invest.

Community Grant Scheme

- ~~2.1 Applications to the Community Grant Scheme can be submitted at any time but to be included on an agenda, grant applications should be received by the Finance Officer no later than 10 working days before the Finance and Strategy Committee or Full Council meet. The dates of committee meetings are published on the Looe Town Council website.~~
- ~~2.2 Applications can be for any amount, but the Council will only consider applications for grants of more than £3,000 by exception.~~
 - 2.1 In order that the opportunity to receive grant funding is as wide as possible, individual grants will typically be limited to £500 per application and will be considered by the Finance & Strategy Committee. Requests for grants over this amount will be considered by Full Council.
 - 2.2 Applications to the Community Grant Scheme can be submitted at any time but to be included on an agenda, grant applications should be received by the Finance Officer no later than 10 working days before the Finance and Strategy Committee or Full Council meet. The dates of the committee meetings are published on the Looe Town Council website.
 - 2.3 Applicants are welcome to contact the Responsible Finance Officer or Town Clerk to discuss their application prior to submitting the form.

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2.32.4 Only one application can be made in a financial year. The Financial year runs from the 1st April to the 31st March.

2.42.5 The award of a grant to an organisation or to a particular type of project does not set a precedent for future grants. Circumstances and the Council's priorities and resources vary, and this can affect decisions.

2.52.6 We ask that applicants provide match funding equivalent to the level of grant they are requesting. For example, if you request a grant of £100, we would expect match funding of £100. We ask for match funding as this means our grants budget can support more organisations. We understand that in some circumstances match funding may not be available, but you should demonstrate in your application that you have actively sought funds from other sources.

Eligibility

3.1 The grant scheme is only open to 'not for profit' community organisations, local charities and community interest groups. Charities and CICs must be properly incorporated and registered with the relevant authority.

3.2 Organisations must have a base or visible presence in Looe or directly contribute to the interests of the residents of Looe.

3.3 The applicant must demonstrate a clear need for financial support.

3.4 Organisations must have a bank account in their own name that requires two unrelated people to authorise payments and make withdrawals.

Organisations must be able to demonstrate sound financial management by providing up to date accounts or financial statements

3.5 Organisations must demonstrate that they have good governance in place including a management committee/board of directors that includes at least three unrelated individuals.

3.6 Grants will only be awarded for forthcoming projects – not retrospectively.

3.7 **Awards will not be made to:**

- Commercial enterprises which aim to make a profit.
- An individual person unless supported by the relevant organisation.
- Organisations that could be funded by their main national or regional organisation.
- Land or building where ownership is not yet established.
- Grants with the sole aim of promoting a particular religion.
- General fundraising campaigns.
- Projects with party political links.

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- Funding in support of conferences and conventions.
- A service that the state is obligated to provide.
- Any project which discriminates directly or indirectly against people with protected characteristics, as defined in the Equalities Act 2010¹
- Organisations with beliefs contradictory to the Council's core values.
- Organisations that have not fulfilled the conditions of any previous grants offered by the Council.

Applying for a Grant

- 4.1 Applications must be made on the application form via the Town Council website [Community Grant/Donation application – Looe Town Council](#) and include all information requested on the form. An application will not normally go to committee until all required information has been provided.
- 4.2 Applicants must supply the previous financial year accounts and a recent (within three months) bank statement. New/start up organisations should submit a financial statement containing their proposed budget.
- 4.3 Where expenditure on a single item would exceed £1,000 the applicant should demonstrate that best value has been sought, this may be by submitting quotations.
- 4.4 Evidence of match funding must be provided.
- 4.5 If you can recover VAT, you should not include these costs in your application.
- 4.6 For the purchase of items consideration should be given to the Town Council, purchasing items and gifting them back to the organisation rather than providing a grant. This is because the Town Council can reclaim VAT for items purchased which are gifted as grants.

Criteria

- 5.1 Grant applications will be considered against the following criteria:
 - Meeting the Council's vision for Looe
 - The viability of the project
 - How local people benefit.

Conditions of Grants

- 6.1 An application to the Community Grants fund indicates agreement to the following conditions:

¹ It is against the law to discriminate against someone because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation. These are called protected characteristics.

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- 6.2 All grants are conditional upon the funding being used for the purpose specified. In the event that an applicant's project does not proceed, the funding provided by Looe Town Council must be returned.
- 6.3 The Council reserves the right to publicise their financial contribution to the project.
- 6.4 Recipients will complete a written end of project report on how the funds have been spent together with relevant invoices and receipts of expenditure.
- 6.5 Council representatives may request to visit your project to look at how funds have been spent and how the town has benefited.
- 6.6 You will be asked to attend the Council's Annual Town meeting [in May](#) to talk about your project and how funds have been spent.
- 6.6 Recipients are expected to positively promote the Council. Should any dispute arise, both the organisation and the Council will seek to resolve it in private.
- 6.7 Recipients should acknowledge the financial support received from the Council in press releases and publicity. The Council will provide logos for use to indicate its support.
- 6.8 If the donation is for an event, entry to the event is free of charge for Looe residents to attend and participate.
- 6.9 Recipients must advise the Council prior to the disposing of any resources or equipment funded/part-funded/supplied by the Council through a community grant within two years of the payment of the grant.
- 6.10 In the case of grants awarded for projects for which additional grant funding is to be sought to enable the project to proceed, the funds approved will be available to the organisation until the end of the financial year in which they were awarded, unless otherwise determined by the Council when approving the grant. Should the funds continue to be required for the project, a Grant Renewal Application must be submitted, usually for consideration by the Council in March of the current financial year.
- 6.11 Your organisation must abide by all relevant laws and regulations.
- 6.12 The Council may apply any additional ~~conditions~~[conditions as](#) it deems necessary as part of the grant award.

Receipt of Grant

- 7.1 Successful applicants will be required to sign an agreement to the grant conditions in advance of receipt of the grant.
- 7.2 Payments shall be made to the organisation within four weeks of receipt of the agreement.
- 7.3 Payments will only be made to an organisation. The Council will not issue grants to an individual.

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COMMUNITY GRANT APPLICATION FORM



Application Form

Name of Organisation or Group:
Purpose of Organisation or Group:
Name of Contact:
Email:
Address:
Tel/Mobile No.:
Postcode:

Please confirm the legal status of your organisation

- Registered Charity (local)
- Registered Charity (national)
- Membership organisation
- Community Interest Company
- Other

Purpose of Grant

What will the grant be used for?

Eligibility

Please explain how your project directly benefits the people of Looe.

We expect applicants to provide match funding equivalent to the level of grant they are requesting. How will this project be match funded?

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Have you received any funding from the Town Council previously? If so, please provide details of the value of the grant (s) and the date the grant (s) were approved.

Please explain how your project will support our vision for an improved quality of life and environment for Looe as a great place in which to live, work, visit and invest.

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Costs

What is the total cost of the project:

Amount of grant requested.

If any single item exceeds £1,000, how have you identified that this is the best price?

Description and Value of Funds from Received / Pledged from Other Sources (Identify Sources)

Additional Information

For existing organisation and projects, please provide the following with your application.

- A bank account with 2 signatories
- A copy of a recent bank statement for the organisation
- A copy of your constitution, articles of association, charitable objects
- A copy of your most recent approved accounts

Please note that this application will not be considered unless it is accompanied by a copy of the relevant paperwork and will be circulated to the Council and considered a public document unless you attach a note to explain why it must remain confidential.



Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC/25-26/152 Report on the potential devolution of land at Sunrising
Date: 18th March 2026

1. Background

- 1.1. Cornwall Council has offered Looe Town Council the opportunity to acquire a small area of land at Sunrising.
- 1.2. The land comprises two areas – the verge alongside the path which has been lightly managed and recently planted with young native trees; and a triangle of land at the rear of the bungalows which is derelict.



- 1.3. A public notice under Local Government Act 1972 s123(2A) has been published by Cornwall Council indicating their intention to sell the land at auction with a deadline for representations of 4th March 2026. Looe Town Council has been given a deadline of early April to respond to the opportunity.

2. Public response

- 2.1. There was a discussion about the public notice on Facebook (post now not visible) in which a lot of concern was expressed about the land being sold, being developed or the wildlife being disturbed.

- 2.2. I subsequently received direct email correspondence from a local resident expressing concerns about any potential sale as it has become such a positive wildlife amenity for the community. They indicated that bats, owls, hedgehogs, sparrows and even dormice live on the land.
- 2.3. They also said that the Friends of Kilminorth Woods had indicated they would be prepared to get involved in ongoing maintenance as will the local residents (a WhatsApp group has been formed specifically about this matter). Looe Volunteer Group has also confirmed they would support maintenance.
- 2.4. In order to gauge public opinion across the parish, a simple questionnaire was published on 3rd March. To date 107 residents have responded with 96.3% saying they would like the Town Council to take on the land. 81% would like it preserved as a wildlife habit with some support for use as a community garden. In reality, these options are not mutually exclusive.

3. Further consultation with Cornwall Council

- 3.1. In order to provide as much information to Council about the possible financial implications of this opportunity, I have written to Cornwall Council asking:
 - 3.1.1. The cost Looe Town Council will be expected to pay on devolution of the land, if any. I have pointed out that a previous land devolution opportunity in Sunrising was priced at £1 and that I am expecting this to be the same.
 - 3.1.2. Whether Cornwall Council will either repair, and where required, replace the fence before transfer or will provide funding for the work to be done.
 - 3.1.3. Whether Cornwall Council will fund soil contamination and biodiversity surveys and make the reports available to Looe Town Council before a final decision is made on a transfer.
 - 3.1.4. More detail on the land title and exactly where the boundaries are, especially where they border dwellings and gardens.

4. Conclusion

- 4.1. While there are still some outstanding queries with Cornwall Council, there is support from the community for Looe Town Council to acquire the land.
- 4.2. Maintaining the land as wildlife reserve would mean only light touch maintenance would be required and there are offers of volunteer support. This would mean the precept commitment would be small and no additional officer resource would be required.

5. Recommendation

- 5.1. It is recommended that the Council resolves to advise Cornwall Council that Looe Town Council does have an interest in the asset and so will enter into further negotiations on a transfer.



Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC/25-26/153 Report on the current status of devolution opportunities
Date: 18th March 2026

1. Background

- 1.1. For some time now, Cornwall Council has been in discussion with Looe Town Council about devolving some assets to the town council.
- 1.2. This report updates Council on the current status of those negotiations and next steps.

2. Land at Millpool for the Edwina Hannaford Skatepark

- 2.1. A Heads of Terms agreement has been signed between Looe Town Council and Cornwall Council for devolution of the land on which the skatepark will be built.
- 2.2. The lease will be signed once all funding is in place to go ahead with the build of the skatepark, which is anticipated to be towards the end of this year.

3. Looe Family Hub building

- 3.1. Cornwall Council is withdrawing its services from the Looe Family Hub as they are being transferred to the new location at Liskeard.
- 3.2. Looe Town Council has been offered the opportunity to take over the lease of the building, which currently runs to 2058 with a break in 2033. The building is owned by the Diocese.
- 3.3. Half of the building is leased to Barbican Pre-School with a lease until 2033. Other parts of the building are used by NHS for GP and midwifery services for no charge. It also has occasional use as a Polling Station which attracts a small amount of income.
- 3.4. Room hire for clubs and events also brings in a small income.
- 3.5. The Diocese have indicated they are not open to selling the freehold of the building at this stage.
- 3.6. Initial analysis suggested taking on the building and running it in the same way as currently would not be viable financially when taking into account the additional resources that would be required.
- 3.7. However, in light of the Arts Viability Study that was produced at the end of 2025, it has been identified as a possible dedicated arts venue for the town. This may not reduce the costs but could increase the revenue delivered by the asset so it has a net zero impact on the precept.
- 3.8. There is an opportunity to apply to register the building as an Asset of Community Value which will prevent the building being sold on the open market before the community has a say.

3.9. Should Looe Town Council decide to accept the asset, it will be from April 2027.

4. Millpool Playpark & Patients' Car Park

- 4.1. Discussions have been ongoing for some time between Cornwall Council and Looe Town Council regarding the Patients' Car Park – it is currently leased from Cornwall Council but there is the opportunity to take over the freehold.
- 4.2. This opportunity has now been linked with the devolution of the Millpool Play Park. This facility was first installed about 20 years ago as part of a project driven by local residents and is very popular.
- 4.3. There is some refurbishment happening to the play park now – the area is being completely resurfaced and the play equipment inspected and repaired where required. It will therefore be fit for purpose for a few years with just the requirement for regular maintenance.
- 4.4. Going forward, there is an opportunity to install a brand new play park with improved accessibility and better equipment. This will require funding so grants will be sought to achieve this.
- 4.5. Once the current refurbishment work is complete, officers will assess the condition of the play park and discuss further with Cornwall Council.
- 4.6. More information will be brought to Council in due course.

5. Recommendation

- 5.1. It is recommended that
 - 5.1.1. It is resolved to register the Looe Family Hub as an Asset of Community Value
 - 5.1.2. And that this report is noted.



Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC/25-26/154 Report on the Local Council Awards Scheme
Date: 18th March 2026

1. Background

- 1.1. The Local Council Awards Scheme was introduced in 2014 and is an opportunity for local councils to demonstrate that they meet the standards set by the sector and have also put in place the conditions for continued improvement.
- 1.2. The scheme makes awards on three levels – Bronze, Silver and Gold and progressions within the tiers is possible.
- 1.3. Looe Town Council is currently not recognised by the scheme.
- 1.4. The next application window deadline is 1st May 2026.

2. Applying for an award

- 2.1. Having reviewed the criteria for each award level, I believe Looe Town Council could confidently apply for an award at the Silver level. We could then work towards achieving a Gold Award in 2027.
- 2.2. The attached criteria assessment shows that we have met the requirements in almost all areas with just a few items to complete before we submit the application.
- 2.3. The cost of applying for a Silver Award as members of NALC is £150.

3. Recommendation

- 3.1. It is recommended that the Council resolves to apply to the Local Council Awards Scheme at Silver level and pay the application fee of £150

Local Council Awards Scheme Criteria Assessment

Bronze Award criteria

Silver Award additional criteria

	In Place	Review	Action Required	Notes
Governance - criteria demonstrating good governance in managing the business & finances of the council				
Publish on website:				
Approved Standing Orders	✓			
Approved Financial Regulations	✓			
Code of Conduct	✓			
Accessibility Statement		✓		Review statement on website
Publication Scheme	✓			
Complaints procedure	✓			
Privacy notice	✓			
Last annual return	✓			
Transparent information about council payments	✓			
A calendar of all meetings including Annual Parish Meeting	✓			
Minutes for at least one year of Full Council meetings and all committees & sub-committees	✓			
Current agendas	✓			
Budget and precept information for current or next financial year	✓			
Biodiversity policy			✓	Adoption of new policy required
Health & Safety Policy	✓			
Equality Policy	✓			
Co-option Policy	✓			
In place and evidence provided:				
Risk management policy	✓			
Register of assets	✓			
Up to date insurance policies that mitigate risks to public money	✓			
Scheme of Delegation	✓			
Community - Criteria representing a council's role in the community and how it engages with the community				
Publish on website:				
Council contact details	✓			
Councillor information including registers of interest	✓			
Action plan for the current year		✓		Written but not on website yet
Evidence of consulting the community	✓			
Advertising council activities	✓			
Participation in town and country planning	✓			
Evidence of publicising elections and vacancies on the council	✓			
Community Engagement Policy involving two-way communication between council & community			✓	Adoption of new policy required
Councillor profiles	✓			
A grant awarding policy		✓		New policy will be in place after 24/3
Evidence showing how electors contribute to the Annual Parish Meeting	✓			
An action plan and related budget responding to community engagement and setting out a timetable for action and review		✓		Written but not on website yet
Evidence of community engagement, council activities and the promotion of democratic processes in an annual report that is actively shared with the community, online material and regular news bulletins		✓		Bring evidence together in annual report

Evidence of helping the community plan for its future		✓		Bring evidence together
Evidence of encouraging public engagement in local democracy	✓			
In place and evidence provided:				
Evidence of considering the impact of their functions and decisions on crime and disorder in their local area	✓			
At least two-thirds of its councillors who stood for election, or significant evidence of the council advertising vacancies	✓			
Evidence of a customer service in how the council handles correspondence with the public	✓			
Development - criteria representing council improvement through the management and development of staff and councillors				
Publish on website: none required				
In place and evidence provided:				
Disciplinary and grievance procedures	✓			
A policy for training and development of staff and councillors	✓			
A record of all training undertaken by staff and councillors in the last year		✓		Compile training record
The clerk who has achieved 12 CPD points in the last year	✓			
Signed up to the Civility & Respect Pledge including adopting a Dignity at Work policy	✓			
A qualified clerk	✓			
A formal staff appraisal process for all staff	✓			



Author: Sam White
Committee: Full Council
Status: Public
Agenda Item: FC/25-26/156
Date: 18th March 2026

1. Background

- 1.1. Progress is now being made on fundraising for the Edwina Hannaford Skatepark. The crowdfunder is up and running and other pledges of support have been secured.
- 1.2. Looe Development Trust has also made an Expression of Interest to the Community Infrastructure Levy fund.
- 1.3. Looe Town Council is providing officer time for the fundraising efforts.

2. Contribution by Looe Town Council

- 2.1. Money is currently held in Looe Town Council reserves for the Skatepark
 - 2.1.1. £22,553 in EMR. This reserve was established to “meet short, medium and potential long-term costs of the skatepark at least for the first 25 years of a lease” (08.04.25 15)
 - 2.1.2. Before any funds from the EMR are released for construction costs, it was resolved by the Finance & Strategy Committee on 17th March 2026 to review potential future costs to ensure suitable provision is being made.
 - 2.1.3. £6,500 which was donated by Coca Cola when the truck visited Looe 12 years ago. This was initially intended to purchase sports equipment but that was subsequently deemed not possible due to the unsuitable coastal conditions. Due to the passage of time, it has not been possible to speak to Coca Cola about repurposing the funds from its specific use but the skatepark represents a project that will have similar positive outcomes for the community.

3. Recommendations

- 3.1. It is recommended that:
- 3.2. Council authorises the release of £6,500 Coca Cola contribution to Looe Development Trust for the Edwina Hannaford Skatepark