



**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

**Town Councillors  
Looe Town Council**

Dear Councillors

You are hereby summoned to attend the Annual Meeting of Looe Town Council.

The meeting will take place at the **Millpool Centre, Looe, PL13 2AF on Tuesday 19<sup>th</sup> May 2026 at 7pm**

Yours faithfully

**Sam White**

**Town Clerk**

Please note that this meeting is open to members of the public. The Annual Town Meeting will be preceded by the Annual Parish Assembly at 6pm, where the public will be joined by Councillors. Refreshments will be served at the conclusion of the Annual Town Meeting.



## Annual Meeting of Looe Town Council Tuesday 19<sup>th</sup> May at 7pm

### AGENDA

|           |   |
|-----------|---|
| <b>1</b>  | <b>Welcome and introductions</b>  |
| <b>2</b>  | <b>Apologies for Absence</b> – To receive, and consider for approval, apologies for absence and reasons given.  |
| <b>3</b>  | <b>Declaration of Disclosable Pecuniary Interests and Other Register of Interests</b> – to note declarations of interest from Councillors on items on the agenda.   |
| <b>4</b>  | <b>Election of Mayor</b> - To elect the Mayor for the Council Year 2026-2027  |
| <b>5</b>  | <b>Signing of the Mayor’s Declaration of Acceptance of Office</b> – followed by the Mayor’s acceptance speech.  |
| <b>6</b>  | <b>Election of Deputy Mayor</b> – To elect the Deputy Mayor for the Council Year 2026-2027  |
| <b>7</b>  | <b>Signing of the Deputy Mayor’s Declaration of Acceptance of Office</b>  |
| <b>8</b>  | <b>Election of Chairmen and Vice-Chairmen of Council Committees</b> - To consider the election of Chairman and Vice-Chairman of each committee.   |
| <b>9</b>  | <b>Mayor’s awards and donations</b> – to welcome organisations to receive awards and donations.   |
| <b>10</b> | <b>Mayor’s appointment of Honorary Town Burgesses</b>   |
| <b>11</b> | <b>Public Participation</b> - To receive representations from members of the public <sup>1</sup>  |
| <b>12</b> | <b>Minutes of Full Council held 21<sup>st</sup> April 2026</b> – to consider for approval.  |
| <b>13</b> | <b>Annual Committee Reports</b> – to receive questions on reports provided by Committee Chairs.   |
| <b>14</b> | <b>Councillor Attendance</b> – to note Councillor attendance during the year 2025/26  |
| <b>15</b> | <b>Meeting Dates 2026/27</b> – to approve and adopt the annual calendar of meetings.  |
| <b>16</b> | <b>Review of Standing Orders</b> – to approve and adopt.  |
| <b>17</b> | <b>Review of Financial Regulations</b> - to approve and adopt.  |
| <b>18</b> | <b>Scheme of Delegation and Terms for Reference of Council Committees</b> – to approve and adopt.   |
| <b>19</b> | <b>Confirmation of Insurance Cover</b> – to approve and adopt.  |
| <b>20</b> | <b>2026/27 Annual Subscriptions</b> – to approve and adopt.   |
| <b>21</b> | <b>Organisations Reports</b> – to receive reports from organisations funded by Looe Town Council in 2025/6.<br>New Year’s Eve Fireworks, Looe Weekender, Looe in Bloom, Looe Business Forum (Christmas in Looe and Security Patrols). |
| <b>22</b> | <b>Mayor’s appointments</b> – to note the Mayor’s appointments for the 2026/7:<br>a) The Mayor’s Consort, b) The Mayor’s Chaplain, c) The Town Mace Bearers, d) Mayor’s Cadet   |
| <b>23</b> | <b>Date of the next meeting: 26<sup>th</sup> May 2026</b>   |

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. 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.