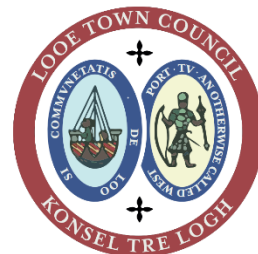


LOOE TOWN COUNCIL

KONSEL TRE LOGH



Full Council Meeting Minutes

Held in

The Millpool Centre, The Millpool, Looe

On 21 April 2026 at 6.00pm

PRESENT:

Cllr Stephen Remington - Mayor (SR)
Cllr Simon Barker (SB)
Cllr Jasper Graham -Jones (JGJ)
Cllr Chris Harwood (CH)
Cllr Jon Holmes (JH)
Cllr George Ingham (GI)
Cllr James Lundy (JL)
Cllr Abbas Matini (AM)
Cllr Michala Powell (MP)
Cllr Mark Pughe (MPU)
Cllr Chris Rose (CR)
Cllr Elliot Stone (ES)

IN ATTENDANCE:

Sam White – Town Clerk
Sharon Payne – Deputy Town Clerk
Fiona Wilkes-Jones – Responsible Finance Officer
Donna Folland – Administrative Officer
Steve Cox – PCSO
Jim Candy – Cornwall Councillor

Members of the Public: 3

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p>Welcome The Mayor, Cllr Stephen Remington, welcomed everyone to the meeting.</p> <p>Congratulations were given to Sharon Payne, the Deputy Clerk, for completing her Certificate in Local Council Administration (CiLCA) qualification.</p> <p>Cllr Remington proposed reordering the Agenda items 165 Police Report and 168 Cornwall Councillors Report from Cllr Candy to enable discussion and participants to get to other commitments.</p>	
FC 25/26.165	<p>Police Report PCSO Steve Cox distributed details of Crime figures and comparisons between 2024/2025 and 2025/2026. He gave an overview of the Report.</p> <p>PCSO Steve Cox left the meeting.</p>	
FC 25/26.168	<p>Cornwall Councillors To receive a report from Cllr Jim Candy.</p> <p>A report from Cornwall Councillor Jim Candy was circulated and noted. Cllr Candy gave an overview of his report.</p> <p>Cllr Jim Candy left the meeting 6.11pm</p>	
FC 25/26.160	<p>To Receive Apologies for Absence.</p> <p>It was AGREED to accept apologies for absence and the reasons given from Cllr Jamie Pearn and Cllr Adrian Rusu</p> <p>Cllr Charleigh Patterson was absent.</p>	
FC 25/26.161	<p>To Receive Declarations of Interest / Requests for Dispensations.</p>	

	None received.	
FC 25/26.162	<p>To Receive Questions from Members of the Public.</p> <p>There were 3 members of the public present. Discussion around parking in a passing bay in North Road was highlighted. The Town Clerk asked for residents to email her with details including the What3words location. The Town Council will advise on appropriate action.</p>	TC to advise the resident.
FC 25/26.163	<p>To agree to approve the Minutes from previous meeting.</p> <p>It was RESOLVED to approve the Minutes of the Full Council meeting held on 24th March 2026.</p> <p>Proposed by Cllr Chris Rose and seconded by Cllr Jasper Graham- Jones. All in favour.</p>	
FC 25/26.164	<p>Minutes: Council Committee and Working Groups:</p> <ul style="list-style-type: none"> • Finance and Strategy Committee meeting 17th March 2026 <p>It was RESOLVED to adopt the minutes of the Finance and Strategy Committee held on 17th March 2026.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p> <ul style="list-style-type: none"> • Planning Committee held on 10th March 2026 <p>It was RESOLVED to adopt the minutes of the Planning Committee held on 10th March 2026.</p> <p>Proposed by Cllr James Lundy and seconded by Cllr Chris Rose. All in favour.</p>	

	<ul style="list-style-type: none"> • Services, Assets & Community Committee 2nd December 2025. <p>It was RESOLVED to adopt the minutes of the Services; Assets & Community Committee held on 2nd December 2025.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Mark Pughe. All in favour.</p>	
FC 25/26.166	<p>To receive Correspondence</p> <p>None received.</p>	
FC 25/26.167	<p>Council Committees and Working Groups:</p> <ul style="list-style-type: none"> • To receive a report from the Planning Committee. <p>The Planning Committee Report was circulated and noted. Cllr James Lundy gave an overview of his report.</p> <p>It was RESOLVED to note the Planning Committee Report.</p> <p>Proposed by Cllr James Lundy and seconded by Cllr Jasper Graham-Jones. All in favour.</p> <ul style="list-style-type: none"> • To receive a report from the Finance & Strategy Committee <p>The Finance and Strategy Committee Report was circulated and noted. Cllr Simon Barker gave an overview of the report.</p> <p>It was RESOLVED to note the Finance & Strategy Committee report.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p> <ul style="list-style-type: none"> • To receive a report from the Services, Assets and Community Committee <p>Cllr Jon Holmes gave an overview of the report. Thanks were given to Cllr Mark Pughe and the</p>	

	<p>Deputy Clerk for replacing the Seafront paddle gate over the Easter period.</p> <p>It was RESOLVED to note the Services, Assets and Community Committee report.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Mark Pughe. All in favour.</p>	
FC 25/26.168	<p>Cornwall Councillor Updates</p> <ul style="list-style-type: none"> To receive a report from Cllr Mark Gibbons. The report from Cllr Mark Gibbons was circulated and noted. <p>It was RESOLVED to note the report from Cllr Mark Gibbons.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Simon Barker. All in favour.</p>	
FC 25/26.169	<p>Mayor’s Report.</p> <p>To receive a report from Cllr Stephen Remington.</p> <p>The Mayor’s report was circulated and noted. Cllr Remington gave an overview of his report. Cllrs welcomed the idea of a celebration of the fiftieth anniversary of the Town Twinning with Quiberon on Saturday 3rd October 2026.</p> <p>It was RESOLVED to note the Mayor’s Report. Proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.170	<p>Clerk’s Report.</p> <p>To receive a report from the Town Clerk outlining actions taken since the meeting on 24th March 2026.</p> <p>The Clerk’s Report was circulated and noted. The Clerk gave an overview of her report.</p>	

	<p>It was RESOLVED to note the Clerk’s Report. Proposed by Cllr Jasper Graham-Jones and seconded by Cllr Chris Rose. All in favour.</p>	
FC 25/26.171	<p>To resolve to approve the independence of our auditors.</p> <p>A report from the Responsible Finance Officer was circulated and noted.</p> <p>Cllrs discussed the need to set aside time earlier in the year to review the 2026/27 policies.</p> <p>It was RESOLVED to approve the independence of the Internal Auditor Hudson Accounting Ltd and the independence of the External Auditor BDO LLP.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.172	<p>To resolve to adopt the Reserves Policy and allocation 2025-26</p> <p>The Reserves policy and allocation 2025-26 was circulated and noted. Cllr Barker gave an overview of the Policy and Allocation.</p> <p>It was RESOLVED to adopt the Reserves Policy and allocation of reserves as set out in item 3 within the report 2025-26.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Chris Rose. All in favour.</p>	
FC 25/26.173	<p>To resolve to adopt the Investment Strategy Policy.</p> <p>The Investment Strategy Policy was circulated and noted. Cllr Barker gave an overview of the Policy. Discussion again ensued around the need for Policies to be reviewed at the beginning of the financial year.</p>	

	<p>It was RESOLVED to adopt the Investment Strategy Policy.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.174	<p>To resolve to approve the Risk Register.</p> <p>The Risk Management Strategy was circulated and noted. Cllr Barker gave an overview of the Strategy.</p> <p>It was RESOLVED to approve the Risk Management Strategy.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jon Holmes. All in favour.</p>	
FC 25/26.175	<p>To resolve to adopt the Biodiversity Policy.</p> <p>The Draft Biodiversity Policy was circulated and noted. The Town Clerk gave an overview of the policy and the need for this policy to enable the Council to apply for the Silver Government Award.</p> <p>It was RESOLVED to adopt the Biodiversity Policy.</p> <p>Proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 25/26.176	<p>To resolve to adopt the Community Engagement Policy.</p> <p>The Community Engagement Policy was circulated and noted. The Town Clerk gave an overview of the Policy and the policy requirement for the Local Government Award. Discussion ensued around the need to review the Standing Orders before the Annual Meeting.</p> <p>It was RESOLVED to adopt the Community Engagement Policy.</p>	TC review Standing Orders

	<p>Proposed by Cllr Chris Rose and seconded by Cllr Mark Pughe. All in favour.</p>	
FC 25/26.177	<p>To receive a report on Public Realm Improvement and Re-introduction of Weed Treatment.</p> <p>The Town Clerk explained how the outcome of the motion passed by Cornwall Council today impacts on the decision now required of Looe Town Council. Results will need to be obtained from a public consultation and with Town and Parish Councils to inform a future decision.</p>	
FC 25/26.178	<p>To receive a report on Cornwall Cultural Strategy</p> <p>The Report on the Cornwall Cultural Strategy Consultation was circulated and noted. The Town Clerk gave an overview of the Strategy.</p>	
FC 25/26.179	<p>Exclusion of members of the press and public.</p> <p>It was RESOLVED to exclude members of the press and public 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> <p>Proposed by Cllr Stephen Remington and seconded by Cllr James Lundy. All in favour.</p> <p>Members of the Public left the meeting 7:08pm</p>	
FC 25/26.180	<p>To receive a report on options for refurbishment of Looe Library.</p> <p>The Deputy Clerk gave an overview of the report and the quotes reviewed by the Services Assets and Community Committee.</p> <p>Cllr Lundy requested a recorded vote.</p>	

	<p>It was RESOLVED to approve the quotation from SWS Ltd - Quotation 1958.001 - £8,891 (+£525 for drawers) = VAT to complete the build and installation of a new library reception desk.</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr Jasper Graham-Jones. In favour: Cllrs Jon Holmes, Simon Barker, Chris Harwood, Michala Powell, Elliot Stone, George Ingham, Chris Rose, Jasper Graham-Jones, Mark Pughe, Abbas Matini and Stephen Remington. Against: Cllr James Lundy.</p>	
FC 25/26.181	<p>To receive a report on Polkirt Arcade</p> <p>The report on the Polkirt Arcade was circulated and noted. Cllr Jon Holmes gave an overview of the report and the options the Services, Assets and Community Committee had reviewed.</p> <p>It was RESOLVED to continue with the lease, and offer an initial two year licence (subject to a three-month deposit).</p> <p>Proposed by Cllr Jon Holmes and seconded by Cllr M Pughe. Carried 11 for /1 abstained.</p> <p>It was RESOLVED to offer an initial 2 year licence (subject to a three month deposit) to Heather Murray & Mel Mountfield.</p> <p>Proposed by Cllr Jasper Graham-Jones and seconded by Cllr Jon Holmes. Carried 10 for/1 against/ 1 abstained</p>	
FC 25/26.182	<p>Date of Next Meeting: 19th May for Annual Town Meeting and Annual Parish Assembly.</p>	
	<p>Meeting Closed at: 7:33pm</p>	

Signed:

Date: