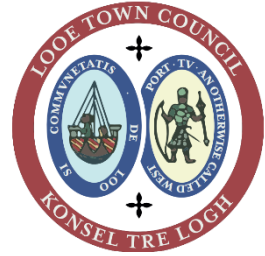


LOOE TOWN COUNCIL

KONSEL TRE LOGH



Minutes of the Annual Meeting and Mayor Making Ceremony

Held in

The Millpool Centre, The Millpool, Looe

On Tuesday 19th May 2026 at 7.00pm

PRESENT:

Cllr Stephen Remington - Mayor
Cllr Simon Barker
Cllr Jasper Graham-Jones
Cllr Chris Harwood
Cllr Jon Holmes
Cllr George Ingham
Cllr Abbas Matini
Cllr Jamie Pearn - Deputy Mayor (retiring)
Cllr Michala Powell – Deputy Mayor (elected)
Cllr Mark Pughe
Cllr Chris Rose
Cllr Adrian Rusu

COUNCIL OFFICERS

Sam White – Town Clerk
Sharon Payne – Deputy Clerk
Fiona Wilkes-Jones – Responsible Finance Officer
Donna Folland – Administration Officer
Sharon Johnson – Community Hub information Officer
Holly Gayner – Community Hub Information Officer
Catherine Foley – Supervisor, Looe Library & Community Hub
Liberty Turnbull – Finance Officer

IN ATTENDANCE:

Alfie – Sergeant-at-Mace (Macebearer) (outgoing)
Lee - Sergeant-at-Mace (Macebearer) (outgoing)

Lily - Sergeant-at-Mace (Macebearer) (incoming)
 Bea - Sergeant-at-Mace (Macebearer) (incoming)
 Alfie - Mayor's Cadet (incoming)
 Wally Scarah – Town Sergeant
 Cornwall Councillor – Jim Candy
 Cornwall Councillor – Mark Gibbons
 Recipients of Mayor's Charity Donations
 Representatives of other Looe organisations and trusts

Members of the Public: Many members of the public.

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
1.	Welcome The Town Sergeant announced the commencement of the meeting. Members of Looe Town Council were led by the Mace Bearers, Mayor's Cadet, Mayor's Chaplain, Mayor, Deputy Mayor and Town Clerk. Cllr Stephen Remington, Mayor of Looe invited everyone to take their seats and welcomed all to the Annual Meeting and Mayor Making Ceremony of Looe Town Council.	
2.	Apologies for Absence – To receive, and consider for approval, apologies for absence and reasons given. Apologies for absence and the reasons given were accepted from Cllr James Lundy and Cllr Elliot Stone	
3.	Declaration of Disclosable Pecuniary Interests and Other Register of Interests – to note declarations of interest from Councillors on items on the agenda. The Mayor, Cllr Stephen Remington reminded Councillors of their duty to register their interests. Cllr Michala Powell declared an interest in matters pertaining to East Looe Barbican Preschool.	
4.	Election of Mayor – To elect the Mayor for the Council Year 2026-2027	

	At the request of the Chair, the Deputy Mayor took the chair for this item. Cllr Michala Powell nominated Cllr Stephen Remington for the office of Mayor of Looe and Chair of Looe Town Council. Cllr Jamie Pearn thanked him for his hard work and dedication over the past year. There were no further nominations. It was Resolved to elect Cllr Stephen Remington to the post of Mayor of Looe and Chair of Looe Town Council. Proposed by Cllr Michala Powell and seconded by Cllr Simon Barker. All in favour.	
5.	Signing of the Mayor's Declaration of Acceptance of Office – followed by the Mayor's acceptance speech. Cllr Stephen Remington signed the declaration of acceptance and gave his acceptance speech.	
6.	Election of Deputy Mayor – To elect the Deputy Mayor for the Council Year 2025-2026. Having thanked Cllr Jamie Pearn for his work and support as Deputy Mayor and reporting his retirement from the role, Cllr Stephen Remington nominated Cllr Michala Powell for the office of Deputy Mayor of Looe. There were no further nominations. It was Resolved to elect Cllr Michala Powell to the post of Deputy Mayor of Looe for the year 2026/27. Proposed by Cllr Stephen Remington and seconded by Cllr Simon Barker. All in favour. Cllr Jamie Pearn presented the Deputy Mayor's chain to Cllr Michala Powell.	
7.	Signing of the Deputy Mayor's Declaration of Acceptance of Office.	

	Cllr Michala Powell signed her Declaration of Acceptance of Office as Deputy Mayor.	
8.	Election Chairman and Vice-Chairman of each committee. Finance and Strategy Committee It was Resolved to appoint Cllr Simon Barker as Chair of the Finance and Strategy Committee. Proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones. All in favour. It was Resolved to appoint Cllr Mark Pughe as Vice Chair of the Finance and Strategy Committee. Proposed by Cllr Simon Barker and seconded by Cllr Jamie Pearn. All in favour. Planning Committee It was Resolved to appoint Cllr James Lundy as Chair of the Planning Committee. Proposed by Cllr Stephen Remington and seconded by Cllr Chris Harwood. All in favour. It was Resolved to appoint Cllr Chris Harwood as Vice Chair of the Planning Committee. Proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones. All in favour. Services, Assets and Community Committee It was Resolved to elect Cllr Jon Holmes as Chair of the Services, Assets and Community Committee. Proposed by Cllr Stephen Remington and seconded by Cllr Chris Rose. All in favour. It was Resolved to elect Cllr Jamie Pearn as Vice Chair of the Service, Assets and Community Committee.	

	Proposed by Cllr Jon Holmes and seconded by Cllr Jasper Graham-Jones. All in favour.	
9.	Mayor's awards and donations – to welcome organisations to receive awards and donations. Presentations of a donation from the Mayor's Fund were presented to: i. Age Concern ii. Cornwall Wildlife Trust iii. Looe Pioneers iv. Looe Festival of Words The 'Citizen of the Year' Award was presented to Antony Scarah for his significant services for Looe in his role with East Looe Town Trust. The 'Organisation of the Year' Award was presented jointly to Looe Primary Academy and Looe Community Academy in recognition of the significant improvements achieved in engagement between the town and both schools. The award was collected by Janine Waring for the Primary Academy and Paul Boyes for the Community Academy.	
10.	Mayor's appointment of Honorary Town Burgesses The Mayor, Stephen Remington, created Tony Smith as an Honorary Town Burgess in recognition of his long service as a Councillor, Deputy Mayor and Mayor.	
11.	Public Participation – To receive representations from members of the public in respect to the business on the agenda. Cllr Stephen Remington gave an overview of how the Public can participate in all meetings. A member of the public suggested Looe Town Council submit a bid to enter 'UK Town of Culture' competition. This had been considered earlier this year; however, it was decided that Looe was not ready yet to apply. It is hoped that a bid will be submitted for the 2030 competition.	

12.	Minutes of Full Council held 21st April 2026 – to consider for approval. It was Resolved to approve the minutes of the Full Council Meeting held on 21st April 2026. Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones. All in favour by those present at the meeting.	
13.	Annual Committee Reports – to receive questions on reports provided by Committee Chairs I. The Annual Report from the Finance and Strategy Committee had been circulated and was noted. No questions from Councillors were received. Thanks were given to the Responsible Finance Officer for her commitment and professionalism. It was Resolved to note the Finance and Strategy Committee Annual Report. Proposed by Cllr Simon Barker and seconded by Cllr Abbas Matini. All in favour. II. The Annual Report from the Planning Committee had been circulated and was noted. No questions from Councillors were received. It was Resolved to note the Planning Committee Annual Report. Proposed by Cllr Chris Harwood and seconded by Cllr Adrian Rusu. All in favour. III. The Annual report from the Services, Assets and Community Committee had been circulated and was noted. No questions from Councillors were received. Thanks were extended to Looe Festival of Words and Creative Looe for their work over the previous year.	

	It was Resolved to note the Services, Assets and Community Committee Annual Report. Proposed by Cllr Jasper Graham-Jones and seconded by Cllr Jamie Pearn. All in favour.	
14.	Councillor Attendance The Councillors' meeting attendance was circulated and noted. No questions were raised.	
15.	Meeting Dates 2026/27 – to approve and adopt the annual calendar of meetings. The Calendar of Meetings had been circulated and was noted. It was Resolved to adopt the Annual Calendar of Meetings. Proposed by Cllr Jon Holmes and seconded by Cllr Chris Rose. Carried 11 for/1 no vote.	
16.	Review of Standing Orders – to approve to adopt. The Standing Orders had been circulated and were noted. It was Resolved to approve and adopt the Standing Orders. Proposed by Cllr Simon Barker and seconded by Cllr Chris Harwood. All in favour.	
17.	Review of Financial Regulations – to approve to adopt. The Financial Regulations had been circulated and were noted. It was Resolved to approve and adopt the Financial Regulations. Proposed by Cllr Simon Barker and seconded by Cllr John Holmes. All in favour.	

18.	Scheme of Delegation and Terms for Reference of Council Committees – to approve and adopt. The Scheme of Delegation and Terms for Reference of Council Committees had been circulated and were noted. It was Resolved to adopt the Scheme of Delegation and Terms of Reference of Council Committees. Proposed by Cllr Chris Rose and seconded by Cllr Simon Barker. All in favour.	
19.	Confirmation of Insurance Cover – to adopt and approve. Details of Insurance cover had been circulated and were noted. It was Resolved to approve the insurance cover. Proposed by Cllr Simon Baker and seconded by Cllr Jasper Graham-Jones. All in favour.	
20.	2026/27 Annual Subscriptions – to approve and adopt. The list of annual subscriptions provided by the Responsible Finance Officer had been circulated and were noted. It was Resolved to approve the 2025/26 Annual Subscriptions. Proposed by Cllr Jasper Graham-Jones and seconded by Cllr Adrian Rusu. All in favour.	
21.	Organisations’ Reports – to receive reports from organisations funded by Looe Town Council in 2025/26. Looe in Bloom	

	Looe in Bloom thanked the Council for their support. They have purchased a new van, have recruited new members and begun planting for the season. The Chair thanked Looe in Bloom for their excellent contribution to Looe. Looe Weekender/New Year's Eve Fireworks/Looe Business Forum Peter Friend gave a verbal report. New regulations and Road Closures will be required for this year's New Year's Eve Fireworks event. The event requires a collaborative approach involving all organisations across the town. Looe Business Forum Looe Business Forum thanked Cllr Stephen Remington and Cllr Jamie Pearn for their involvement. Funds raised will secure two uniformed security patrols for seven days of half term and throughout the School Summer Holidays. Christmas in Looe – festive lighting With the budget of £19K the project has been divided into two phases. Phase one will involve upgrading the lights in East Looe. Phase two will focus on upgrading the lights in West Looe. Looe Weekender There are 80 performers scheduled to perform in the pubs in Looe during the festival this year.	
22.	Mayor's appointments – to note the Mayor's appointments for the year 2025/26. a) The Mayor's Consort b) The Mayor's Chaplain c) The Mayor's Sergeants-at-Mace d) The Mayor's Cadet a) The Mayor thanked his 2025/26 Consorts. He confirmed he will not be appointing a formal Consort for this year but will invite colleague Councillors or Officers to accompany him on official visits when opportunities arise	

	b) Thanking him for his continuing support for our community, the Mayor appointed Revd. Ben Morgan Lundie as Chaplain for the year 2026/27. c) The Mayor thanked the outgoing Mayor's Cadet Jago and appointed Alfie for Mayor's Cadet for the year 2026/27. d) The Mayor thanked the outgoing Sergeants-at-Mace, otherwise known as Macebearers, Alfie and Lee and the Maces were passed to Lily and Bea for the year 2026/27. The Mayor thanked everyone for attending and expressed his appreciation to Councillors, Officers and Staff for their hard work.	
23.	Date of next Full Council meeting: Tuesday 26th May 2026	
	Meeting Closed at: 7:56 pm	

Signed:

Date: