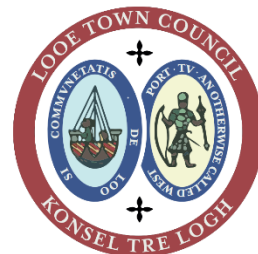


# LOOE TOWN COUNCIL

## KONSEL TRE LOGH



### Full Council Meeting Minutes

Held in

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

On Tuesday 23<sup>rd</sup> June 2026 at 6.00pm

#### PRESENT:

Cllr Stephen Remington - Mayor (SR)  
Cllr Michala Powell - Deputy Mayor (MP)  
Cllr Simon Barker (SB)  
Cllr Jasper Graham -Jones (JGJ)  
Cllr Chris Harwood (CH)  
Cllr George Ingham (GI)  
Cllr James Lundy (JL)  
Cllr Abbas Matini (AB)  
Cllr Jamie Pearn (JP)  
Cllr Mark Pughe (MPU)

#### IN ATTENDANCE:

Cornwall Councillor Mark Gibbons  
Cornwall Councillor Jim Candy  
Sam White – Town Clerk  
Sharon Payne – Deputy Clerk  
Fiona Wilkes-Jones – Responsible Finance Officer  
Donna Folland – Administration Officer  
Claire Pipe – Events & Communications Officer  
Alfie – Looe Youth Council  
Oliver – Looe Youth Council  
Tillie – Looe Youth Council  
Sid - Looe Youth Council

Members of the Public: 3

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p><b>Welcome</b> The Mayor, Cllr Stephen Remington welcomed everyone to the meeting.</p>	
FC 26/27.18	<p><b>To Receive Apologies for Absence.</b></p> <p>It was <b>RESOLVED</b> to accept apologies for absence from Cllr Adrian Rusu (AR), Cllr Chris Rose (CR) and Cllr Jon Holmes (JH).</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Jamie Pearn. All in favour.</p> <p>Cllr Elliot Stone (ES) was absent.</p>	
FC 26/27.19	<p><b>To Receive Declarations of Interest / Requests for Dispensations.</b></p> <p>None declared.</p>	
FC 26/27.20	<p><b>Public Participation.</b></p> <p>There were 3 members of the public present. The Chair welcomed Claire Pipe the newly appointed Looe Town Council Events and Communications Officer.</p>	
FC 26/27.21	<p><b>Minutes: Full Council Meeting.</b></p> <p>It was <b>RESOLVED</b> to approve the minutes of the Annual Town Council meeting held on 19<sup>th</sup> May 2026.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr Simon Barker. All in favour.</p> <p>It was <b>RESOLVED</b> to approve the minutes of the Full Council meeting held on 26<sup>th</sup> May 2026 with an amendment to FC26/27.8 Cllr Lundy suggested that Looe in Bloom may submit a written report or</p>	01

	<p>attend a Council meeting to update their planting in the town and correction of spelling to Cllr Michala Powell in FC26/27.9.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr James Lundy. All in favour.</p>	
FC 26/27.22	<p><b>Minutes: Council Committees and Working Groups:</b></p> <ul style="list-style-type: none"> <li>• <b>Minutes of the Planning Committee held on 12<sup>th</sup> May 2026.</b></li> <li>• <b>Minutes of the Finance &amp; Strategy Committee held on 5<sup>th</sup> May 2026.</b></li> </ul> <p>It was <b>RESOLVED</b> to adopt the minutes of the Planning Committee held on 12<sup>th</sup> May 2026.</p> <p><b>Proposed</b> by Cllr James Lundy and <b>seconded</b> by Cllr Jasper Graham-Jones. All in favour.</p> <p>It was <b>RESOLVED</b> to adopt the minutes of the Finance and Strategy Committee held on 5<sup>th</sup> May 2026.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Mark Pughe. All in favour.</p>	
FC 26/27.23	<p><b>Police Report.</b></p> <p>No Police Report was submitted.</p>	
FC 26/27.24	<p><b>To receive correspondence</b></p> <p>None received.</p>	
FC 26/27.25	<p><b>Council Committees and Working Groups:</b></p> <ul style="list-style-type: none"> <li>• <b>To receive a report from the Planning committee.</b></li> <li>• <b>To receive a report from the Finance &amp; Strategy Committee</b></li> </ul>	

	<p>The Planning Committee report was circulated and noted. Cllr Lundy provided an overview and highlighted the need for the Planning Committee to review Policy TC7 of the Neighbourhood Development Plan before it is brought to Full Council as an agenda item for further discussion.</p> <p>There was no Finance and Strategy Committee Report.</p>	
<p>FC 26/27.26</p>	<p><b>To receive a verbal presentation from Looe Youth council on their activities since the last meeting and on possible recipients for grant funding.</b></p> <p>Reports from the Youth Council on possible recipients for grant funding were circulated and noted.</p> <p>The Mayor gave a summary of the Youth Council’s proposal, discussed at the previous meeting, for the use of the Coca-Cola monies. Members of the Youth Council presented reports on requests for funding from five Looe-based groups.</p> <p>It was <b>RESOLVED</b> to donate any savings generated through VAT savings of purchases on behalf of the groups would be donated to Boundless Trust.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr Simon Barker. All in favour.</p> <p>A <b>RESOLUTION</b> to defer a decision for the Skatepark until additional information and a report submitted to refresh Councillors was proposed.</p> <p><b>Proposed</b> by Cllr James Lundy. 3 for / <b>6 Against</b> / 1 abstained.</p> <p>It was <b>RESOLVED</b> to accept the Youth Councils recommendations for funding and to grant:  Looe Youth Club (Boundless Trust) - £500  Looe Champs Boxing Club - £2054.96  Looe Football Club - £1592.54</p>	

	<p>CrossFit Kernow - £720 Looe Skate Park Project - £1600</p> <p><b>Proposed</b> by Cllr Michala Powell and seconded by Cllr Mark Pughe. <b>Carried</b> 7 for/3 against.</p> <p>Members of the Youth Council left the meeting.</p>	
FC 26/27.27	<p><b>Cornwall Councillors</b></p> <p>A report from Cllr Jim Candy was circulated and noted. Cllr Candy provided an overview and highlighted that a possible solution had been found to the issues experienced by the Coastguards regarding the allocation of allowances. He also noted that the Looe walking route signage was looking very tired. The Town Clerk confirmed that this was in hand.</p> <p>Cllr Candy left the meeting at 7:03pm</p> <p>A report from Cllr Mark Gibbons was circulated and noted. Cllr Gibbons provided an overview and reported that landowners along the No. 10 bus route had been identified and would be contacted to cut back trees or hedges overhanging the highway.</p>	
FC 26/27.28	<p><b>Mayor's Report</b></p> <p>The Mayor's Report was circulated and noted. The Mayor provided an overview and thanked East Looe Town Trust for approving the siting of CCTV cameras on its land to cover the beach area. Discussion took place regarding public disorder over the May Bank Holiday weekend. A review with Inspector Musgrove will be arranged.</p> <p>It was <b>RESOLVED</b> to note the Mayor's report.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Jasper Graham-Jones. All in favour.</p>	
FC 26/27.29	<p><b>Clerk's Report</b></p>	

	<p>The Clerk’s Report was circulated and noted. The Clerk provided an overview and advised Councillors that they need to register their declarations of interest with Cornwall Council after 29<sup>th</sup> June 2026. The Clerk also reported that she had attended a meeting with GWR and Devon &amp; Cornwall Rail Partnership where it was acknowledged there had been some misinformation regarding the winter issues on the Looe Valley Line.</p> <p>It was <b>RESOLVED</b> to note the Clerk’s Report.</p> <p><b>Proposed</b> by Cllr Abbas Matini and <b>seconded</b> by Cllr Simon Barker. All in favour.</p>	
FC 26/27.30	<p><b>Deputy Clerk’s Report</b></p> <p>The Deputy Clerks report was circulated and noted. The Deputy Clerk gave an overview of the report</p> <p>It was <b>RESOLVED</b> to note the Deputy Clerk’s Report.</p> <p><b>Proposed</b> by Cllr Jasper Graham-Jones and <b>seconded</b> by Cllr George Ingham. All in favour.</p>	
FC 26/27.31	<p><b>To receive a report to update on progress for the refurbishment of Mariners’ Garden.</b></p> <p>The progress report on the refurbishment of the Mariners’ Garden was circulated and noted. Thanks was given to Cllr Mark Pughe for his support. Upon receipt of the detailed Train design the Town Clerk will forward to the Planning Committee.</p> <p>It was <b>RESOLVED</b> to note the Mariners’ Garden refurbishment progress Report.</p> <p><b>Proposed</b> by Cllr Jasper Graham-Jones and <b>seconded</b> by Cllr George Ingham. All in favour.</p>	

<p>FC 26/27.32</p>	<p><b>To receive, consider and approve the Annual Governance &amp; Accountability Return (AGAR) 2025-26.</b></p> <p><b>1. Internal Auditors Report.</b></p> <p>The internal Auditors Report was circulated and noted. The Responsible Finance officer informed Councillors that the Internal Auditors report highlighted that the Risk Register was not formally approved within the correct Financial Year. It was approved within our Civic Council year.</p> <p>It was <b>RESOLVED</b> to receive, note and approve the Internal Auditors Report.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Abbas Matini. All in favour.</p> <p><b>2. Annual Governance Statement (Sec1).</b></p> <p>The Annual Governance Statement was circulated and noted. The Responsible Finance Officer recommended that Assertion 5, relating to risk management, be recorded as “No” on the Annual Governance Statement. Following discussion, Councillors considered that they had met the criteria as all the risk mitigation measures were in place throughout the year and it was just the approval of the Risk Register that had fallen outside the designated period although it had been approved within the Civic Council year.</p> <p>It was <b>RESOLVED</b> to review, approve and sign the Annual Governance Statement with the agreed ‘yes’ in all assertions with the exception of assertion 9 as not applicable.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Jasper Graham Jones. <b>Carried</b> 9 for / 1 abstention.</p> <p><b>3. Annual Accounting Statements (Sec 2).</b></p>	
--------------------	---	--

	<p><b>The Annual Accounting Statements were circulated and noted.</b></p> <p>It was <b>RESOLVED</b> to approve and sign the Annual Accounting Statements.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Abbas Matini. All in favour.</p> <p><b>4. Notification of the Date for Electors Rights.</b></p> <p>The Notification of the Date for Electors Rights was circulated and noted. Cllrs highlighted that the 24<sup>th</sup> June 2026 was a Wednesday not a Tuesday.</p> <p>It was <b>RESOLVED</b> to approve the Notification of the Date for Electors Rights with the change to the day from Tuesday to Wednesday 24<sup>th</sup> June 2026.</p> <p><b>Proposed</b> by Cllr Simon Barker and <b>seconded</b> by Cllr Jamie Pearn. All in favour.</p>	
FC 26/27.33	<p><b>To receive a report on the Local Council Award application.</b></p> <p>The report on the Local Council Award application was circulated and noted. The Town Clerk gave an overview of her report and informed Councillors that results should be available on 7<sup>th</sup> August 2026.</p> <p>It was <b>RESOLVED</b> that all the required documents, information and conditions are in place for both the Bronze and Silver Award and that these are published on the Council’s website, where applicable.</p> <p><b>Proposed</b> by Cllr Jasper Graham-Jones and <b>seconded</b> by Cllr James Lundy. All in favour.</p>	
FC 26/27.34	<p><b>To receive an update on the land at Sunrising.</b></p> <p>The report on land at Sunrising was circulated and noted. The Town Clerk gave an overview of the</p>	

	<p>report and the need for further information before any Heads of Terms are considered.</p> <p>It was <b>RESOLVED</b> that further information on the terms of the license with No2a Sunrising is received before any Heads of Terms are considered and that the report is noted.</p> <p><b>Proposed</b> by Cllr James Lundy and <b>seconded</b> by Cllr Simon Barker. All in favour.</p>	
FC 26/27.35	<p><b>To consider a request from East Looe Town Trust for financial support towards the new beach tractor.</b></p> <p>The Clerk gave an overview of the report on the request for funding from East Looe Town Trust and previous resolutions. Councillors considered the request and questions were answered by the East Looe Town Trust representative. The Responsible Finance Officer informed Council that the Budget for the 2026/27year did not include the funding request. Thanks was given to the Trust for agreements in recent months and moving forward.</p> <p>It was <b>RESOLVED</b> to support East Looe Town Trust and pay £3000 toward the Beach Tractor from the General Reserves funds 2026-27.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr Jasper Graham-Jones. All in favour.</p>	
C 26/27.36	<p><b>Exclusion of members of the press and public.</b></p> <p>It was <b>RESOLVED</b> 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><b>Proposed</b> by Cllr Stephen Remington and <b>seconded</b> by Cllr Mark Pughe. All in favour.</p>	

	Members of the Public left the meeting.	
	<b>Confidential Items for discussion.</b>	
FC 26/27.37	<p><b>To receive a report on toilet gate entry solutions</b></p> <p>The report from the Deputy Clerk on behalf of Looe’s Loos was circulated and noted.</p> <p>It was <b>RESOLVED</b> to extend the meeting to conclude the business on the agenda.</p> <p><b>Proposed</b> by Cllr Stephen Remington and <b>seconded</b> by Cllr Jamie Pearn. All in favour.</p> <p>It was <b>RESOLVED</b> to approve the proposal to expand toilet charging at all locations.</p> <p><b>Proposed</b> by Cllr Mark Pughe <b>seconded</b> by Cllr Chris Harwood. Carried 8 for/ 1 against/ 1 abstained.</p> <p>It was <b>RESOLVED</b> to approve to give HI-tec Washrooms LTD one month’s notice and contract with Cornwall Electrical Systems to change card readers at The Seafront and Millpool Toilets [immediately] with timing of implementation to be determined by the Town Clerk.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr Simon Barker. All in favour.</p> <p>It was <b>RESOLVED</b> to approve to contract with Cornwall Electrical Systems for phased installation of toilet charging at all locations.</p> <p><b>Proposed</b> by Cllr Michala Powell and <b>seconded</b> by Cllr Abbas Matini. Carried 9 for / 1 against.</p>	
FC 26/27.38	<b>To receive a report on expanding the CCTV network.</b>	

	<p>The report on expanding the CCTV network was circulated and noted.</p> <p>It was <b>RESOLVED</b> to approve the seven-camera extension to the town’s CCTV system, in accordance with the quote in Appendix A, with a 20% margin delegated for Officers’ approval.</p> <p><b>Proposed</b> by Cllr Mark Pughe and <b>seconded</b> by Cllr Michala Powell. All in favour.</p>	
FC 26/27.39	<b>Date of Next Meeting: Tuesday 28<sup>th</sup> July 2026</b>	
	<b>Meeting Closed at: 8:13pm</b>	

**Signed:**

**Date:**

