



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

Members of the Finance and Strategy Committee

Looe Town Council

8th July 2026

Dear Councillors

You are hereby summoned to attend a meeting of the Finance and Strategy Committee, Looe Town Council for the purpose of transacting the following business.

This meeting will be held at the Council Chambers, Looe Library and Community Hub, The Millpool, Looe, PL13 2AF on:

Tuesday 14th July 2026 at 6:00pm

Yours faithfully

A handwritten signature in black ink that reads "Sam White".

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 the Finance and Strategy Committee Looe Town Council
Tuesday 14th July 2026 at 6:00pm**



AGENDA

Welcome	
FAS/26-27/012	To Receive Apologies for Absence To receive, and consider for approval, apologies for absence and reasons given.
FAS/26-27/013	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.
FAS/26-27/014	To Receive Questions from members of the public¹ To receive representations from members of the public. ¹
FAS/26-27/015	Finance and Strategy Committee Minutes To resolve to approve the minutes of the previous meeting of the Finance and Strategy Committee held on 2 nd June 2026.
Finance	
FAS/26/26/016	To receive an update from the RFO
FAS/26-27/017	To receive the following reports and to resolve to approve: 1) Bank reconciliation checks May & June 2026 2) Previous Supplier payments & expenses 3) LTC monthly expenditure report May & June 2026
FAS/26-27/018	To receive and note a report on: 1) Income v Expenditure 2026-27
FAS/26-27/019	To receive the following review and resolve to approve: 1) Draft allocation of Reserves
FAS/26-27/020	To receive and note: 1) The Internal Auditors' Report
FAS/26-27/021	To receive and resolve to approve: 1) The Draft Finance & Strategy Committee Calendar 2026-27
FAS/26-27/022	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." .
FAS/26-27/023	To receive the following grant applications and resolve to approve: 1) Looe Exercise Group 2) Looe defibrillator Project
FAS/26-27/024	To receive information from Internal Auditor's and resolve to approve:
FAS/26-27/025	Date of the next meeting: 15th September 2026.

¹ In accordance with Looe Town Council Standing Orders 3e, f and g members of the public may make representations, answer questions and give evidence at a meeting which they are entitled to attend. 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 Chair of the meeting. enquiries@looetowncouncil.gov.uk

LOOE TOWN COUNCIL
KONSEL TRE LOGH



MINUTES OF THE Finance and Strategy Committee

Held at the Council Chamber, Looe Library & Community Hub.

On 2nd June 2026 at 6.00pm

Present: Cllr Simon Barker (SB)
 Cllr Mark Pughe (MP)
 Cllr Stephen Remington (SR)
 Cllr Chris Rose (CR)
 Cllr Jasper Graham-Jones (JGJ)
 Cllr Jon Holmes (JH)

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

Members of the Public: None

Agenda Item	Discussion/Outcome/Decision	Action/Follow up
	<p>Welcome Cllr Barker welcomed everyone to the meeting of the Finance and Strategy Committee.</p>	
<p>FAS 26/27.001</p>	<p>To Receive and accept apologies It was RESOLVED to accept the apologies from Cllr Michala Powell Proposed by Cllr Simon Barker and seconded by Cllr Jon Holmes. All in favour. Cllr Abbas Matini was absent.</p>	
	<p>Cllr Jasper Graham-Jones joined the meeting at 6:02pm</p>	
<p>FAS 26/27.002</p>	<p>To Receive Declarations of Interest /Requests for Dispensations It was RESOLVED to grant dispensation to Cllr Simon Barker in matters pertaining to the Looe Weekender. Proposed by Cllr Stephen Remington and seconded by Cllr Jon Holmes. All in favour.</p>	
<p>FAS 26/27.003</p>	<p>To Receive Questions from members of the public None present.</p>	

FAS 26/27.004	<p>To resolve to approve the Finance & Strategy minutes held on the 5th May 2026.</p> <p>It was RESOLVED to approve the minutes of the previous Finance and Strategy Committee meeting held on 5th May 2026. Proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington Carried 5 for, 1 abstained</p>	
	Finance	
FAS 26/27.005	<p>To receive an update report from the RFO.</p> <p>The report from the RFO was circulated and noted. The RFO gave an overview of the report. Cllr Mark Pughe stressed the importance of an annual diary for Finance & Strategy Committee to ensure policies and assessments are reviewed and approved in a timely manner.</p> <p>It was RESOLVED to approve the report, proposed by Cllr Simon Barker seconded by Cllr Stephen Remington. All in favour</p>	RFO
FAS 26/27.006	<p>To receive the following reports and resolve to approve:</p> <ol style="list-style-type: none"> 1) Bank reconciliation for April 2026 2) Previous Supplier payments & expenses 3) LTC monthly expenditure reports for March & April 2026 4) Direct Debits for 2026-27 <p>The reports were circulated and noted. It was RESOLVED to approve all reports, proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour</p>	RFO re-send adobe esign
FAS 26/27.007	<p>To receive and note the Draft Annual Governance & Accountability Return (AGAR) from 2025-26.</p> <p>The Draft AGAR and Variance Report for 2025-26 were circulated and noted. Councillors requested that the RFO provide detailed analysis on the variances when the documents are approved at Full Council.</p> <p>It was RESOLVED to recommend the draft Annual Governance & Accountability Return (AGAR) 2025-26 to Full Council, proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour</p>	RFO to continue analysis.
FAS 26/27.008	<p>To receive and approve The Internal Controls</p> <p>The RFO gave an overview of the internal procedures, policies and</p>	

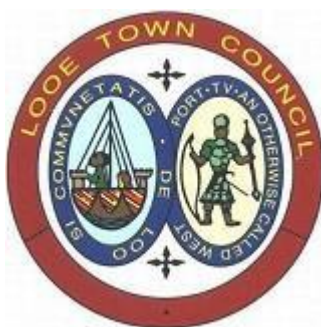
	<p>reporting throughout the year.</p> <p>The RFO reported that the final Internal Audit had been completed. In the Auditor’s report, which forms part of the AGAR, it was noted that the Council had not reviewed the Risk Assessment within the financial year, although within the Council year.</p> <p>Therefore, when the AGAR is approved at Full Council in June; the Council must mark a ‘no’ on the relevant assertion on the Annual Governance Statement.</p> <p>The RFO asked the Committee to confirm that during 2025-26 it had received and reviewed sufficient information about the Council’s financial arrangements and its effectiveness during the year.</p> <p>It was RESOLVED to confirm that the Committee had received and reviewed sufficient information about the Council’s financial arrangements and its effectiveness during the year.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Jasper Graham-Jones All in favour</p>	
<p>FAS 26/27.009</p>	<p>Part 2 - Exclusion of members of the press and the public</p> <p>It was RESOLVED in accordance with S1(2) of the Public Bodies (Admission to Meetings) Act 1960 and in view of the confidential nature of the business to be discussed, to resolve to exclude the public and press from the meeting during consideration of the following matters.</p> <p>Proposed by Cllr Simon Barker and seconded by Cllr Stephen Remington. All in favour</p>	
<p>FAS 26/27.010</p>	<p>To receive the following grant applications and to resolve to approve:</p> <p>It was RESOLVED to approve the £500 grant application to the Looe Weekender event, proposed by Cllr Stephen Remington and seconded by Cllr Jasper Graham-Jones Carried 5 for, 1 abstained</p> <p>Cllr Simon Barker declared an interest in matters pertaining to Looe Weekender and abstained from voting.</p> <p>The Town Clerk gave an overview of the revised grant policy.</p> <p>It was RESOLVED to approve the £500 grant application to St Pinnock’s band, proposed by Cllr Jon Holmes and seconded by Cllr Stephen Remington All in favour</p>	<p>RFO</p> <p>RFO</p>

The Meeting closed at 6:41pm.

Signed

Date.....

DRAFT



Author: Responsible Finance Officer
Committee: Finance & Strategy
Status: Public
Agenda Item: FAS.26-27.016
Date: 10.07.2026

Resolutions, Recommendations and review from Finance & Strategy Committee meetings

April bank reconciliation check	Adobe sign to be completed
LTC expenditure reports for March and April 2026	These reports have been loaded onto our Council website
Annual Governance & Accountability Return (AGAR)	All reports were approved at Full Council on 23 rd June 2026 The AGAR was submitted to the external auditor on 26 th June 2026 The relevant documentation is available to view on our Council website
The approved £500 grant to St Pinnock Band	Payment was made on 8 th July 2026
The approved £500 grant	Awaiting invoice for costs relating to the Looe Weekender

Update

- Please welcome Liberty, our new Finance Officer, to the team. Liberty is attending this committee meeting.
- A draft allocation of year-end reserves has been completed. Projects have been listed under ringfenced and earmarked reserves with funds allocated accordingly. The Services, Asset & Community Hub may need to provide further input into these provisions. The Finance Officer will be logging project expenditures to regularly inform officers and committees.
Ideally, the Reserves should now be approved by Full Council for projects that are progressing or have been completed. Then further review of the reserve balance along with project costs and any other potential costs be considered during the budgeting process in the autumn.
- The Internal Auditors findings on the timing of Risk Register approval and Transparency Code website compliance are being addressed through the new Finance & Strategy Committee Calendar, a separate Policies Calendar, and an audit of the Council website.
- Full Council's approval of the Youth Council's grant recommendations is being processed by the Finance Officer.
- A draft Finance & Strategy Committee Calendar has been completed. The Clerk and Deputy Clerk are updating a separate policies calendar.
- Further work is required to complete the 'Internal Controls' checklist.

- The Looe Business Forum has paid £7,150.57 of funds to the Council for the match funding towards the Looe street security provision for 2026.
- A new Lloyds bank mandate form has been submitted, as errors occurred in the handling of these previous forms and misinformation supplied. A £50 refund has been received from my complaint.
- As secretariate for Looe Public Schools Exhibition, I have submitted the annual Charities Return. A meeting is being arranged with the Governor's to review the Charity.
- I completed the SLCC Principles of Internal Audit in Local Government e-learning course in April 2026; the certificate is included at Appendix A. The course strengthened my understanding of the internal audit process and is also suitable for those wishing to audit local councils.
- A review of the agreement with the Millpool Centre is underway.

Other priorities

- Finalise year-end reports
- Complete the audit of finance folders
- Complete a comprehensive list of suppliers
- Improve the Council's Asset Register
- Sign up for required courses
- Continue to train the Finance Officer in the accounts of local government

Looe Town Council supplier BACS payments 9.6.26 urgent

Phoenix Security SW Ltd

02/06/2026		SECURITY PATROLS IN LOOE MAY-26	£4,989.60	£4,989.60
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PPL PRS Music

28/05/2026		MUSIC LICENCE FOR LFF & COUNCIL EVENTS	£522.42	£522.42
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Wilson Services

05.06.2026		LFF-26 STAGE FOR FESTIVAL & EQUIPMENT	£9,063.12	£9,063.12
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Grand Totals:			£14,575.14	£14,575.14
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Looe Town Council supplier BACS payments 10.6.26 urgent

		FIELDHEAD HOTEL LFF-26	£190.00	£190.00
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Looe Town Council supplier BACS payments & expenses 16.6.26

<u>Aquaid South Coast -new franchising</u>				
31/05/2026	██████	AQUAID MONTHLY WATER CHARGES + WATER REFILL + SANITISATIC	£102.94	£102.94
<u>AUK SUPPLIES LTD</u>				
12/05/2026	██████	AUK SUPPLIES CONSUMABLES	£1,654.60	
23/04/2026	██████	AUK SUPPLIES CONSUMABLES	£694.00	£2,348.60
<u>Bright Environment Ltd</u>				
27/05/2026	██████	BRIGHT ENVIRONMENT - BAT SURVEY SF TOILETS	£342.00	£342.00
<u>BROSWEYTH</u>				
27/05/2026	██████	BROSWEYTH STAFF UNIFORMS AND EMBROIDERY	£459.47	£459.47
<u>Browns Nurseries</u>				
15/06/2026	██████	LIB ANNUAL FLOWER DONATION FOR TOWN DISPLAY	£6,000.00	£6,000.00
<u>JET PRESSURE WASHING -T/A The Casual Gardening Company</u>				
09/06/2026	████	JET POWER GUTTER CLEAN	£100.00	£100.00
<u>Cobit South West Ltd</u>				
01/06/2026	████	COBIT IT SUPPORT	£449.51	£449.51
<u>Cornwall electrical system</u>				
24/05/2026	████	CORNWALL ELECTRICAL SERVICES CCTV FOR SF	£33.60	
24/05/2026	████	CORNWALL ELECRCAL SERVICES CCTV FOR HANNA	£33.60	£67.20
<u>Donna Folland- reimbursement</u>				
19/05/2026	██████	MILEAGE EXPENSES FOR MAYOR MAKING	£16.00	£16.00
<u>Hi -Tec Washrooms</u>				
02/06/2026	████	HI-TECH CALL OUT FOR PADDLE GATES	£660.00	£660.00
<u>Hudson Accounting Ltd</u>				
01/06/2026	██████	HUDSON ACCOUNTING FINAL INTERNAL AUDIT 25-26	£450.00	£450.00
<u>Jewson Ltd</u>				
11/05/2026	██████████	JEWSON SAFETY TRAINERS FOR STAFF MEMBER	£50.83	£50.83
<u>JWS Plumbing</u>				
12/06/2026	████	CISTERN REPAIRS GH PCS	£410.00	£410.00
<u>Malcolm Sheffield - Reimbursement</u>				
22/05/2026	██████	HUB BOOK DELIVERY EXPENSES	£19.35	
05/06/2026	██████	AUB BOOK DELIVERY EXPENSES	£11.25	£30.60
<u>M&P Electrical Cornwall Ltd</u>				
02/06/2026	██████	M & P ELECTRICAL CALL OUT CCTV DOCS	£54.00	£54.00
<u>Phoenix Security</u>				
14/06/2026	████	LFF JUNE-26 SECURITY SERVICES FOR EVENT	£367.20	£367.20

		<u>Simply Plastics Ltd</u>		
04/06/2026	██████	SIMPLY PLASTICS PADDLE DOORS FOR SF TOILETS	£412.66	£412.66
		<u>SLCC- Society of Local Council Clerks</u>		
26/05/2026	██████████	SLCC FULL MEMBERSHIP FOR DEPUTY CLERK	£50.00	£50.00
		<u>St Pinnock Band</u>		
02/06/2026		GRANT APPLICATI ST PINNOCK BAND GRANT APPLICATION FAS.26-27.010	£500.00	£500.00
		<u>LOOE STORAGE</u>		
01/06/2026	██████	LOOE STOAGE UNIT	£120.00	£120.00
		<u>Wagstaff window cleaning</u>		
04/06/2026	██████	WAGSTAFF WINDOW CLEANING 50/50 SPLIT	£40.00	£40.00
Grand Totals:			£13,031.01	£13,031.01

Looe Town Council Supplier payment & expenses BACS 8.7.26

30/06/2026		<u>Aquaid South Coast -new franchising</u> AQUAID MONTHLY WATER DISPENSER FEE	£27.38	£27.38
26/06/2026		<u>Biffa Waste Services Ltd</u> CORNWALL LOOE FOOD FESTIVAL WASTE REMOVAL	£399.06	£399.06
26/06/2026		<u>Cornwall Council - Other Charges</u> CORNWALL COUNCIL DOG POO BIN TREGARRICK 50L EMPTYING FEE	£606.13	£606.13
01/07/2026		<u>Cobit South West Ltd</u> COBIT IT SUPPORT MONTHLY JULY	£530.59	£530.59
24/06/2026		<u>Cornwall electrical system</u> CORNWALL ELECTRICAL SYSTEMS SF CONVS MONTHLY SIM	£33.60	
24/06/2026		CORNWALL ELECTRICAL SYSTEMS HANNA CONVS MONTHLY SIM	£33.60	£67.20
20/06/2026		<u>CALC Ltd -Cornwall</u> CALC CORNWALL LOCAL COUNCIL CONFERENCE 50/50 SAM AND SHARON	£180.00	
02/07/2026		PO-6132 CALC GI CODE OF CONDUCT COUNCILLOR TRAINING	£30.00	£210.00
17/06/2026		<u>East Looe Town Trust</u> ELTT GRANT FOR BEACH TRACTOR	£3,000.00	£3,000.00
18/05/2026		<u>FG Library Products Limited</u> PO-6019 FG LIBRARY PRODUCTS LTD BOOKCASES FOR LIBRARY REFURB PROJECT	£997.20	£997.20
01/07/2026		<u>JO Sandy</u> REFUNDED OVERPAYMENTS -PATIENT CARPARK CHARGES JUN&JUL	£34.00	£34.00
11/06/2026		<u>GJ Plumbing & Heating</u> GJ PLUMBING AND HEATING GH PCS ROOF, VALLEYS, ROOF LANTERN	£4,771.00	£4,771.00
03/06/2026		<u>Jewson Ltd</u> JEWSONS SAFETY TRAINERS	£50.83	
11/06/2026		JEWSON 4 BAGS OF COMPOST FOR GWR MARINERS GARDEN	£31.54	
11/06/2026		JEWSON 2 BAGS OF COMPOST FOR GWR MARINERS GARDEN	£15.77	
12/06/2026		JEWSON 2 BAGS OF COMPOST AND 1 FLEXI TUB FOR GWR MARINERS	£34.66	
24/06/2026		JEWSONS 4 BAGS COMPOST MARINERS GARDEN	£73.54	£206.34
30/09/2025		<u>Lions Club of Liskeard</u> DONATIONS PAYMENT FOR WHEELCHAIR LOOE RNLI SEPT-25	£65.00	
31/03/2026		LISKEARD LIONS DONATIONS FROM WHEELCHAIR	£25.00	£90.00
16/06/2026		<u>M&P Electrical Cornwall Ltd</u> M & P ELECTRICAL CALL OUT POLKIRT ARCADE ROLLER SHUTTA	£54.00	
29/06/2026		M & P ELECTRICAL LIBRARY REFURBISHMENT	£1,020.00	£1,074.00
11/06/2026		<u>NFP Workshops</u> PO-6134 NFP WORKSHOPS ZOOM WORKSHOP JH	£95.00	£95.00
23/06/2026		<u>MARK PUGH</u> PO-6109 MP EXPENSES GWR MARINERS GARDEN AGGREGATE AND WOOD FOR BOAT	£133.21	£133.21
30/09/2025		<u>Lifeboat -Looe</u> DONATIONS PAYMENT FOR WHEELCHAIR LIONS LISKEARD SEPT-25	£65.00	
31/03/2026		RNLI LOOE DONATIONS FROM WHEELCHAIRS	£25.00	£90.00
25/06/2026		<u>SWS shopfitters</u> PO-60121 SHOPFITTING BY SWS LIBRARY REFURBISHMENT	£11,005.20	£11,005.20
17/06/2026		<u>St Pinnock Band</u> PO-6106 ST PINNOCKS BAND FOR MARINERS GARDEN PERFORMANCE FESTIVAL	£500.00	£500.00
01/07/2026		<u>LOOE STORAGE</u> LOOE STORAGE UNIT	£120.00	£120.00
25/06/2026		<u>Treasure Trails</u> PO-6122 TREASURE TRAILS MAPS FOR TIC	£167.09	£167.09
02/07/2026		<u>Wagstaff window cleaning</u> PO-6130 WAGSTAFF WINDOW CLEANING 50/50 OFFICE AND HUB	£40.00	£40.00
01/06/2026		<u>Space Design</u> po-6141 LOOE CHRISTMAS LIGHTS WORK FOR IMPROVEMENTS- SURVEY ETC	£1,536.00	£1,536.00
20.05.2026		<u>Liskeard Signs & Trophies</u> ENGRAVING FOR MAYOR MAKING EVENT	£99.00	£99.00
Grand Totals:			£25,798.40	£25,798.40

May-26

Date	Details	Net Amount	Tax Amount	Gross Amount
01/05/2026	COBIT IT SUPPORT	£136.75	£27.35	£164.10
01/05/2026	COBIT MS 365	£237.84	£47.57	£285.41
01/05/2026	SLCC TOWNCLERK ANNUAL MEMBERSHIP	£379.00	£0.00	£379.00
01/05/2026	JACKSON LIFT GROUP SERVICING QUARTERLY CHARGES	£119.75	£23.95	£143.70
01/05/2026	JACKSON LIFT GROUP SERVICING QUARTERLY CHARGES	£62.00	£12.40	£74.40
01/05/2026	SAGE MONTHLY ACCOUNTS & PAYROLL CHARGES	£270.50	£54.10	£324.60
04/05/2026	GUILDHALL MARKET- DIY-REFRESHMENTS-MISC £55.66	£37.69	£7.54	£45.23
11/05/2026	GUILDHALL MARKET- DIY-REFRESHMENTS-MISC £55.66	£10.43	£0.00	£10.43
01/05/2026	SW HYGIENE WASTE DISPOSAL	£46.06	£9.21	£55.27
01/05/2026	SW HYGIENE WASTE DISPOSAL	£639.43	£127.89	£767.32
07/05/2026	WAGSTAFF WINDOW CLEANING 50/50 SPLIT	£20.00	£0.00	£20.00
07/05/2026	WAGSTAFF WINDOW CLEANING 50/50 SPLIT	£20.00	£0.00	£20.00
08/05/2026	RADAR KEYS	£102.00	£20.40	£122.40
07/05/2026	HUB BOOK DELIVERIES MILEAGE CLAIM	£11.25	£0.00	£11.25
08/05/2026	DELTOR HERITAGE MAPS X500 COPIES	£170.00	£0.00	£170.00
05/05/2026	PHOENIX SECURITY RADIO HIRE MAY-26	£374.85	£74.97	£449.82
05/05/2026	PHOENIX SECURITY RADIO HIRE JULY TO SEPT-26	£1,749.30	£349.86	£2,099.16
11/05/2026	FIELDHEAD HOTEL LFF-26 ROOMS	£775.00	£0.00	£775.00
11/05/2026	FIELDHEAD HOTEL LFF-26 ROOM	£155.00	£0.00	£155.00
01/05/2026	LOOE STORAGE UNIT	£120.00	£0.00	£120.00
12/05/2026	COOP BATTERIES FOR CHAMBER CAMERA	£4.17	£0.83	£5.00
12/05/2026	SW COAST PATH MAPS-GUIDES- PAASPORTS	£161.63	£13.08	£174.71
12/05/2026	BES GROUP-JAMES HALLAM LIFT/PLATFORM ANNUAL INSURANCE	£766.62	£0.00	£766.62
12/05/2026	AUK SUPPLIES CONSUMABLES	£1,378.83	£275.77	£1,654.60
13/05/2026	OFFICE BOFFINS OFFICE CHAIR	£115.95	£23.19	£139.14
18/05/2026	PLANNING PORTAL PLANNING FOR CHRISTMAS LIGHTS	£230.33	£15.17	£245.50
14/05/2026	IKEA COMPUTER STAND	£25.84	£5.16	£31.00
14/05/2026	TELECOM NW BROADBAND MONTHLY CHARGES	£72.00	£14.40	£86.40
11/05/2026	BRITISH GAS HUB/ COUNCIL BRITISH GAS HUB/ LIBRARY	£358.93	£71.79	£430.72
11/05/2026	BRITISH GAS HUB/ COUNCIL BRITISH GAS HUB/ LIBRARY	£358.92	£71.78	£430.70
08/05/2026	EVERFLOW WATER CHARGES GH PCS	£25.96	£0.00	£25.96
08/05/2026	EVERFLOW WATER CHARGES HANN PCS	£1,098.74	£0.00	£1,098.74
08/05/2026	EVERFLOW WATER CHARGES SF PCS	£1,072.80	£0.00	£1,072.80
08/05/2026	EVERFLOW WATER CHARGES MP PCS	£934.67	£0.00	£934.67
08/05/2026	EVERFLOW WATER CHARGES WL PCS	£514.54	£0.00	£514.54
08/05/2026	ADJUSTMENT EVERFLOW WATER CHARGES HANNA PCS	£130.63	£0.00	£130.63
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES SF CONVS	£72.38	£3.62	£76.00
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES WL STORE CONVS	£27.85	£1.39	£29.24
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES WL PCS CONVS	£36.48	£1.83	£38.31
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES HANNA CONVS	£47.33	£2.37	£49.70
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES GH CONVS	£54.85	£2.74	£57.59
06/05/2026	CORONA ENERGY ELECTRICITY CHARGES MP CONVS	£101.97	£5.10	£107.07
19/05/2026	MILEAGE EXPENSES FOR MAYOR MAKING	£11.25	£0.00	£11.25
19/05/2026	JAM EXPENSES FOR MAYOR MAKING	£3.45	£0.00	£3.45
19/05/2026	PARKING EXPENSES FOR MAYOR MAKING	£1.04	£0.26	£1.30
19/05/2026	ORIGINAL LOOE BAKERY SCONES AND CREAM MAYOR MAKING	£23.50	£0.00	£23.50
19/05/2026	1P MOBILE CAR PARK BARRIER BOOST	£4.17	£0.83	£5.00
18/05/2026	FG LIBRARY PRODUCTS LTD BOOKCASES FOR LIBRARY REFURB PROJECT	£831.00	£166.20	£997.20

01/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.06	£0.01	£0.07
07/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.79	£0.01	£0.80
12/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.40	£0.02	£0.42
14/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.07	£0.01	£0.08
15/05/2026	CC RATES - OFFICE/HUB SPLIT	£302.00	£0.00	£302.00
15/05/2026	CC RATES - OFFICE/HUB SPLIT	£302.00	£0.00	£302.00
15/05/2026	CC RATES WL STORES	£85.00	£0.00	£85.00
09/05/2026	AMAZON BLU TACK	£18.92	£3.78	£22.70
10/05/2026	AMAZON ROADWORKS BOOK CODES OF PRACTICE	£9.99	£0.00	£9.99
10/05/2026	AMAZON POWDER MILK	£4.75	£0.00	£4.75
10/05/2026	AMAZON 40 SHEETS OF CARD	£7.41	£1.48	£8.89
10/05/2026	AMAZON DEMUMIDIFIER	£8.32	£1.66	£9.98
10/05/2026	AMAZON PAPERCLIPS PEN HOLDER JOURNAL	£8.28	£1.64	£9.92
11/05/2026	AMAZON TEABAGS	£28.24	£5.65	£33.89
13/05/2026	AMAZON USB CHARGER CABLE	£5.41	£1.08	£6.49
13/05/2026	AMAZON COMPUTER MOUSE	£5.28	£1.06	£6.34
18/05/2026	AMAZON COFFEE	£22.80	£0.00	£22.80
18/05/2026	AMAZON TROUSERS	£33.32	£6.66	£39.98
18/05/2026	AMAZON HAT AND GLOVES	£14.64	£2.92	£17.56
18/05/2026	AMAZON COFFEE AND SQUASH	£7.69	£0.20	£7.89
20/05/2026	AMAZON CABINET STORAGE	£108.28	£21.66	£129.94
20/05/2026	AMAZON CABINET STORAGE	£108.28	£21.66	£129.94
20/05/2026	AMAZON CABINET STORAGE	£108.28	£21.66	£129.94
20/05/2026	AMAZON CEILING SPOT LIGHTS	£57.61	£11.55	£69.16
20/05/2026	AMAZON LED BULBS	£8.61	£1.72	£10.33
22/05/2026	JEWSONS MASONRY PAINT FOR TOILETS	£23.37	£4.67	£28.04
01/05/2026	SHIRELEASING PHOTOCOPYING CHARGES 50/50 SPLIT OFFICE AND HUB	£749.00	£149.80	£898.80
01/05/2026	SHIRELEASING PHOTOCOPYING CHARGES 50/50 SPLIT OFFICE AND HUB	£749.00	£149.80	£898.80
22/05/2026	UK GARDEN SUPPLIES WOODEN PLANTERS GWR PURCHASE	£126.96	£24.00	£150.96
22/05/2026	BRITISH RECYCLED PLASTICS 2 PICNIC BENCHES GWR PURCHASE	£1,008.94	£201.78	£1,210.72
26/05/2026	ROCKET GARDENS SCHOOLS AND EDIBLES COLLECTIONS GWR	£72.97	£0.00	£72.97
22/05/2026	BIFFA 1100L WASTE DISPOSAL 50/50 SPLIT COUNCIL AND FACILITIES	£27.74	£5.55	£33.29
22/05/2026	BIFFA 1100L WASTE DISPOSAL 50/50 SPLIT COUNCIL AND FACILITIES	£27.74	£5.55	£33.29
22/05/2026	BIFFA 240 L 140 L RECYCLING WASTE DISPOSAL	£98.92	£19.78	£118.70
24/05/2026	CORNWALL ELECTRICAL SERVICES CCTV FOR SF	£28.00	£5.60	£33.60
24/05/2026	CORNWALL ELECRCAL SERVICES CCTV FOR HANNA	£28.00	£5.60	£33.60
05/05/2026	ASDA 5 X £5 MONTHLY (MAY) PAY AS YOU GO TOP UPS	£25.00	£0.00	£25.00
20/05/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£1.90	£0.00	£1.90
18/05/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£3.10	£0.00	£3.10
05/05/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£0.91	£0.00	£0.91
24/05/2026	BBT INTERNET AND PHONE LINE RENTAL FOR QUARTER	£307.78	£61.56	£369.34
26/05/2026	SLCC MEMBERSHIP FOR SHARON PAYNE	£50.00	£0.00	£50.00
22/05/2026	BRITISH GAS ELECTRIC HUB - COUNCIL 50/50 SPLIT	£33.61	£1.68	£35.29
22/05/2026	BRITISH GAS ELECTRIC HUB - COUNCIL 50/50 SPLIT	£33.60	£1.68	£35.28
27/05/2026	HMRC PAYE	£2,679.00	£0.00	£2,679.00
27/05/2026	HMRC NI	£4,522.69	£0.00	£4,522.69
11/05/2026	JEWSON SAFETY TRAINERS FOR STAFF MEMBER	£42.36	£8.47	£50.83
28/05/2026	JEWSON COMPOST AND TARPAULIN PLANTER LINERS GWR PAYMENT	£79.12	£15.82	£94.94
27/05/2026	BROSWEYTH STAFF UNIFORMS AND EMBROIDERY	£459.47	£0.00	£459.47
26/05/2026	ALL IN ONE IMPROVEMENTS - REPAIR CAR PARK FENCE	£220.00	£0.00	£220.00
27/05/2026	BRIGHT ENVIRONMENT - BAT SURVEY SF TOILETS	£285.00	£57.00	£342.00
18/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.07	£0.01	£0.08

21/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.42	£0.02	£0.44
22/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.13	£0.01	£0.14
26/05/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.26	£0.02	£0.28
28/05/2026	AIS MONTHLY PRINT CHARGES	£57.22	£11.44	£68.66
28/05/2026	WEST LOOE STORES MILK FOR HUB - COUNCIL	£31.05	£0.00	£31.05
28/05/2026	PRS MUSIC LICENSE FOR EVENTS	£121.67	£24.33	£146.00
28/05/2026	PRS MUSIC LICENSE FOR LTC	£313.68	£62.74	£376.42
11/05/2026	LLOYDS BANK CHARGES MAY	£8.50	£0.00	£8.50
22/05/2026	HUB BOOK DELIVERY EXPENSES	£19.35	£0.00	£19.35
31/05/2026	AQUAID MONTHLY WATER CHARGES + WATER REFILL + SANITISATION	£85.79	£17.15	£102.94
30/05/2026	ADOBE MONTHLY CHARGES	£16.64	£3.33	£19.97
31/05/2026	CREATIVE MUFG PENSIONS MONTHLY FUNDS	£3,495.18	£0.00	£3,495.18
31/05/2026	HMRC PAYE ADJUSTMENT	£63.60	£0.00	£63.60
31/05/2026	HMRC NI ADJUSTMENT	£76.78	£0.00	£76.78
20/05/2026	LISKEARD SIGNS MAYORAL BADGES, TROPHIES FOR MAYOR MAKING	£99.00	£0.00	£99.00
TOTAL		£31,232.63	£2,372.57	£33,605.20

Jun-26

Date	Details	Net Amount	Tax Amount	Gross Amount
15/06/2026	CC RATES - OFFICE/HUB SPLIT	£302.00	£0.00	£302.00
15/06/2026	CC RATES - OFFICE/HUB SPLIT	£302.00	£0.00	£302.00
15/06/2026	CC RATES WL STORES	£85.00	£0.00	£85.00
01/06/2026	COBIT IT SUPPORT	£136.75	£27.35	£164.10
01/06/2026	COBIT MS365 PACKAGES	£237.84	£47.57	£285.41
01/06/2026	LOOE STOAGE UNIT	£120.00	£0.00	£120.00
02/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.36	£0.02	£0.38
02/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.18	£0.01	£0.19
01/06/2026	ROYAL MAIL POSTAGE REI POLKIRT ARCADE	£2.91	£0.00	£2.91
01/06/2026	SAGE MONTHLY ACCOUNTS AND PAYROLL CHARGES	£270.50	£54.10	£324.60
01/06/2026	HUDSON ACCOUNTING FINAL INTERNAL AUDIT	£450.00	£0.00	£450.00
02/06/2026	M & P ELECTRICAL CALL OUT CCTV DOCS	£45.00	£9.00	£54.00
02/06/2026	HI-TECH CALL OUT FOR PADDLE GATES	£550.00	£110.00	£660.00
04/06/2026	WAGSTAFF WINDOW CLEANING 50/50 SPLIT	£20.00	£0.00	£20.00
04/06/2026	WAGSTAFF WINDOW CLEANING 50/50 SPLIT	£20.00	£0.00	£20.00
02/06/2026	PHOENIX SECURITY STREET SECURITY 23/05- 31/05/2026	£4,158.00	£831.60	£4,989.60
02/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.45	£0.02	£0.47
01/06/2026	SW HYGIENE WASTE DISPOSAL	£46.06	£9.21	£55.27
01/06/2026	SW HYGIENE WASTE DISPOSAL	£639.43	£127.89	£767.32
04/06/2026	SIMPLY PLASTICS PADDLE DOORS FOR SF TOILETS	£343.88	£68.78	£412.66
02/06/2026	ST PINNOCK BAND GRANT APPLICATION FAS.26-27.010	£500.00	£0.00	£500.00
04/06/2026	AMAZON DUST SHEETS FOR LIBRARY REFURB	£20.80	£4.42	£25.22
04/06/2026	AMAZON LETTER TRAY AND STICKY NOTES	£19.93	£3.99	£23.92
04/06/2026	AMAZON WASHING LIQUID TAPE SQUASH AND PENS	£26.98	£5.40	£32.38
07/06/2026	AMAZON HIGHLIGHTER PENS	£6.87	£1.37	£8.24
07/06/2026	AMAZON WHITE PIN NOTICE BOARD LIBRARY REFURBISHMENT	£21.95	£4.39	£26.34
07/06/2026	AMAZON CLEANING CLOTHS	£5.82	£1.16	£6.98
08/06/2026	AMAZON SHELVING UNIT LIBRARY REFURBISHMENT	£71.01	£14.20	£85.21
05/06/2026	WILSON SERVICES LFF CAMERAS, SOUND, FRIDGER, GENER & 2 STAFF	£9,063.12	£0.00	£9,063.12
08/06/2026	EVERFLOW MONTHLY CHARGES GH	£26.82	£0.00	£26.82
08/06/2026	EVERFLOW MONTHLY CHARGES HANNA	£431.29	£0.00	£431.29
08/06/2026	EVERFLOW MONTHLY CHARGES MP	£516.73	£0.00	£516.73
08/06/2026	EVERFLOW MONTHLY CHARGES W/L	£271.53	£0.00	£271.53
05/06/2026	AUB BOOK DELIVERY EXPENSES	£11.25	£0.00	£11.25
04/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.25	£0.02	£0.27
05/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.10	£0.01	£0.11
04/06/2026	ASDAPH 5 X £5 MONTHLY (JUNE) PAY AS YOU GO TOP UPS	£25.00	£0.00	£25.00
09/06/2026	BRITISH GAS ELECTRIC HUB/COUNCIL	£277.46	£55.49	£332.95
09/06/2026	BRITISH GAS ELECTRIC HUB/COUNCIL	£277.46	£55.49	£332.95
08/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.37	£0.02	£0.39
09/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.39	£0.02	£0.41
09/06/2026	JET POWER GUTTER CLEAN	£100.00	£0.00	£100.00
08/06/2026	M CLARK MOTORS VEHICLE TRACKING AND CAMBER ADJUSTMENT	£70.00	£14.00	£84.00
10/06/2026	FIELDHEAD HOTEL LFF CHEF ACCOMODATION EXTRA ROOM	£190.00	£0.00	£190.00
10/06/2026	CO-OP ELECTRICITY FOR CCTV EDF KEY PAYMENT	£49.00	£0.00	£49.00
09/06/2026	AMAZON BUG HOTEL FOR GWR PROJECT	£12.40	£2.48	£14.88
09/06/2026	AMAZON LAMINATOR FOR HUB	£22.45	£4.49	£26.94
09/06/2026	AMAZON HOOKS FOR MAINTENANCE HUT	£8.12	£1.62	£9.74
09/06/2026	AMAZON KETTLE FOR MAINTENANCE HUT	£20.70	£4.14	£24.84
10/06/2026	AMAZON SPEEDBIT FOR DRILL	£3.93	£0.79	£4.72

03/06/2026	JEWSONS SAFETY TRAINERS	£42.36	£8.47	£50.83
15/06/2026	BROWN'S NURSERIES- LIB ANNUAL FLOWER GRANT	£5,000.00	£1,000.00	£6,000.00
11/06/2026	GJ PLUMBING AND HEATING GH PCS ROOF, VALLEYS, ROOF LANTERN	£4,771.00	£0.00	£4,771.00
12/06/2026	JWS PLUMBING AND HEATING EMERGENCY CISTERN REPAIR AT GH	£410.00	£0.00	£410.00
16/06/2026	M & P ELECTRICAL CALL OUT POLKIRT ARCADE ROLLER SHUTTA	£45.00	£9.00	£54.00
14/06/2026	PHOENIX SECURITY LOOE FOOD FESTIVAL	£367.20	£0.00	£367.20
11/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.48	£0.01	£0.49
13/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.60	£0.01	£0.61
15/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.09	£0.01	£0.10
12/06/2026	CORONA ENERGY ELECTRICITY WL STORE	£27.57	£1.38	£28.95
12/06/2026	CORONA ENERGY ELECTRICITY SF	£76.28	£3.82	£80.10
12/06/2026	CORONA ENERGY ELECTRICITY SF	£103.00	£5.15	£108.15
12/06/2026	CORONA ENERGY ELECTRICITY WL STORE	£27.57	£1.38	£28.95
12/06/2026	CORONA ENERGY ELECTRICITY WL PCS	£37.31	£1.87	£39.18
12/06/2026	CORONA ENERGY ELECTRICITY HANNA	£48.45	£2.42	£50.87
12/06/2026	CORONA ENERGY ELECTRICITY HANNA	£50.95	£2.55	£53.50
12/06/2026	CORONA ENERGY ELECTRICITY MPOOL	£100.85	£5.04	£105.89
12/06/2026	CORONA ENERGY ELECTRICITY GH	£64.87	£3.25	£68.12
17/06/2026	ST PINNOCKS BAND FOR EVENTS	£500.00	£0.00	£500.00
18/06/2026	1P MOBILE SIM PATIENTS CAR PARK	£4.17	£0.83	£5.00
15/06/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£1.82	£0.00	£1.82
11/06/2026	JEWSON 4 BAGS OF COMPOST FOR GWR MARINERS GARDEN	£26.28	£5.26	£31.54
11/06/2026	JEWSON 2 BAGS OF COMPOST FOR GWR MARINERS GARDEN	£13.14	£2.63	£15.77
12/06/2026	JEWSON 2 BAGS OF COMPOST AND 1 FLEXI TUB FOR GWR MARINERS	£28.88	£5.78	£34.66
19/06/2026	BRITISH GAS ELECTRIC JUNE MILLPOOL TOILETS	£50.54	£2.52	£53.06
18/06/2026	AMAZON PUKKA JOTTA NOTEPADS	£9.12	£1.82	£10.94
21/06/2026	AMAZON HDMI WALL PLATE	£4.16	£0.83	£4.99
21/06/2026	AMAZON PAPER	£18.82	£3.76	£22.58
21/06/2026	AMAZON PAPER	£18.82	£3.76	£22.58
21/06/2026	AMAZON MOUNTED BOX LABELS BATTERY AND DESK ORGANISER	£26.53	£5.30	£31.83
22/06/2026	AMAZON WIRE KIT SOLAR LIGHTS FLOWER BULB GWR MARINERS	£33.30	£6.66	£39.96
06/06/2026	IONOS YEARLY DOMAIN SUBSCRIPTION	£101.00	£20.20	£121.20
23/06/2026	AMAZON PATIO CLEANER GWR MARINERS GARDEN	£8.31	£1.66	£9.97
23/06/2026	AMAZON SOLAR LIGHTS GWR MARINERS GARDEN	£36.66	£7.33	£43.99
18/06/2026	JET POWER CASUAL GARDEING AND POWER WASH HANNA BEDS	£600.00	£0.00	£600.00
20/06/2026	PRIMROSE LARGE TROUGH AND CLIMBING PLANTS	£171.62	£34.32	£205.94
16/06/2026	TELECOM NW BROADBAND MONTHLY CHARGES	£72.00	£14.40	£86.40
16/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.07	£0.01	£0.08
17/06/2026	WORLDPAY CHARGES DEDUCTED FROM CARD PAYMENTS	£0.18	£0.01	£0.19
17/06/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£0.91	£0.00	£0.91
16/06/2026	GWR TRAIN TICKET FOR CLERK TO ATTEND SLCC MEETING	£33.50	£0.00	£33.50
19/06/2026	WRIGHTS PLASTICS LEAFLET HOLDER FOR LIBRARY REFURB	£128.60	£25.72	£154.32
22/06/2026	WRIGHTS PLASTICS BOOK DISPLAY STAND LIBRARY REFURB	£21.80	£4.36	£26.16
23/06/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£1.82	£0.00	£1.82
23/06/2026	ROYAL MAIL POSTAGE TIC LEAFLETS	£0.91	£0.00	£0.91
23/06/2026	AMAZON CCTV WALL MOUNT FOR LIBRARY REFURB	£9.84	£1.97	£11.81
20/06/2026	CALC CORNWALL LOCAL COUNCIL CONFERENCE 50/50 CLERK & DEPUTY CLER	£75.00	£15.00	£90.00
20/06/2026	CALC CORNWALL LOCAL COUNCIL CONFERENCE 50/50	£75.00	£15.00	£90.00
24/06/2026	CORNWALL ELECTRICAL SYSTEMS SF CONVS MONTHLY SIM	£28.00	£5.60	£33.60
24/06/2026	CORNWALL ELECTRICAL SYSTEMS HANNA CONVS MONTHLY SIM	£28.00	£5.60	£33.60
30/06/2026	HMRC PAYE	£2,820.40	£0.00	£2,820.40
30/06/2026	HMRC NI	£4,663.24	£0.00	£4,663.24
23/06/2026	EXPENSES GWR MARINERS GARDEN AGGREGATE AND WOOD FOR BOAT	£111.01	£22.20	£133.21

25/06/2026	SHOPFITTING BY SWS LIBRARY REFURBISHMENT	£9,171.00	£1,834.20	£11,005.20
25/06/2026	AMAZON SQUASH FOR OFFICE	£4.15	£0.85	£5.00
24/06/2026	JEWSONS 4 BAGS COMPOST MARINERS GARDEN	£26.28	£5.26	£31.54
24/06/2026	JEWSONS PAINT FOR LIBRARY REFURBISHMENT	£35.00	£7.00	£42.00
25/06/2026	FAST KEY SERVICES LTD NOTICEBOARD KEY	£6.44	£1.29	£7.73
25/06/2026	TREASURE TRAILS MAPS FOR TIC	£139.24	£27.85	£167.09
26/06/2026	AIS MONTHLY PRINT CHARGES 50/50 SPLIT OFFICE AND HUB	£28.42	£5.68	£34.10
26/06/2026	AIS MONTHLY PRINT CHARGES 50/50 SPLIT OFFICE AND HUB	£28.42	£5.69	£34.11
26/06/2026	BIFFA 1100L WASTE DISPOSAL 50/50 SPLIT COUNCIL AND FACILITIE	£34.67	£6.93	£41.60
26/06/2026	BIFFA 1100L WASTE DISPOSAL 50/50 SPLIT COUNCIL AND FACILITIE	£34.68	£6.94	£41.62
26/06/2026	BIFFA 240L 140 L RECYCLING WASTE DISPOSAL	£137.11	£27.42	£164.53
26/06/2026	CORNWALL COUNCIL DOG POO BIN TREGARRICK 50L EMPTYING ANNUAL FEE	£505.11	£101.02	£606.13
24/06/2026	BOOTS SPF FOR CLEANING TEAM	£27.00	£0.00	£27.00
29/06/2026	WEST LOOE STORES MILK FOR HUB - COUNCILS	£33.35	£0.00	£33.35
29/06/2026	M & P ELECTRICAL LIBRARY REFURBISHMENT	£850.00	£170.00	£1,020.00
26/06/2026	CORNWALL LOOE FOOD FESTIVAL WASTE REMOVAL	£399.06	£0.00	£399.06
29/06/2026	ADOBE MONTHLY CHARGES	£16.64	£3.33	£19.97
30/06/2026	AQUAID MONTHLY WATER DISPENSER FEE	£11.41	£2.28	£13.69
30/06/2026	AQUAID MONTHLY WATER DISPENSER FEE	£11.41	£2.28	£13.69
10/06/2026	LLOYDS BANK JUNE CHARGES	£8.50	£0.00	£8.50
17/06/2026	ELTT GRANT FOR BEACH TRACTOR APPROVED FC GRANT FROM RESERVES	£3,000.00	£0.00	£3,000.00
11/06/2026	NFP WORKSHOPS JH ZOOM WORKSHOP	£95.00	£0.00	£95.00
30/06/2026	CREATIVE MUFG PENSIONS MONTHLY FUNDS	£3,229.47	£0.00	£3,229.47
30/06/2026	CROCUS PLANTS FOR BORDERS MARINERS GWR	£81.46	£16.29	£97.75
30/06/2026	CROCUS PLANTS FOR BORDERS MARINERS GWR	£26.25	£3.33	£29.58
01/06/2026	SPACE DESIGN LOOE CHRISTMAS LIGHTS WORK AND ORDANCE SURVEY	£1,280.00	£256.00	£1,536.00
08/06/2026	EVERFLOW CREDIT MONTHLY CHARGES SF	-200.98	0.00	-200.98
12/06/2026	CORONA ENERGY CREDIT NOTE ELECRICITY SF	-72.38	-3.62	-76.00
12/06/2026	CORONA ENERGY CREDIT NOTE ELECRICITY WL STORE	-27.85	-1.39	-29.24
12/06/2026	CORONA ENERGY CREDIT NOTE ELECTRICITY HANNA	-47.33	-2.37	-49.70
TOTAL		£59,625.83	£5,195.96	£64,821.79



Author: Responsible Finance Officer
 Committee: Finance and Strategy
 Status: Public
 Agenda Item: FAS 26-27.018
 Date: 10.07.26

Income v Expenditure April to June 2026

Full YR Budget	LTC Income v Expenditure 2026-27 summary	Budget YTD	Actual YTD	Variance YTD	Variance YTD %
	Income summary				
£596,682	Precept	£298,341.00	£298,341.00	£0.00	0%
£12,950	Rental income	£6,100.00	£7,313.68	£1,213.68	20%
£65,000	Toilet income (entry & adverts)	£16,250.00	£10,886.41	-£5,363.59	-33%
£0	Grant income	£0.00	£12,700.00	£12,700.00	No budget
£17,000	Miscellaneous	£4,250.00	£13,557.07	£9,307.07	219%
£691,632	Total income	£324,941.00	£342,798.16	£17,857.16	5%
	Expenditure summary				
£44,529	Overheads	£13,899.75	£6,622.83	£7,276.92	52%
£263,516	Council Services	£79,004.00	£67,026.29	£11,977.71	15%
£160,071	Community Hub/Library	£40,017.75	£28,960.45	£11,057.30	28%
£217,860	Facilities/toilets	£54,465.00	£52,535.68	£1,929.32	4%
£14,450	Assets & Services	£3,612.50	£7,040.06	-£3,427.56	-95%
£724,926	Looe Community Grants	£24,500.00	£7,010.33	£17,489.67	71%
£724,926	Total expenditure	£215,499.00	£169,195.64	£46,303.36	21%
£691,632	Total income	£324,941.00	£342,798.16	£17,857.16	5%
£724,926	Total expenditure	£215,499.00	£169,195.64	£46,303.36	21%
-£33,294	surplus / deficit	£109,442.00	£173,602.52	£64,160.52	
	Reserves Expenditure		£24,470.97		

Income generation is broadly in line with budget overall. A GWR grant was received for the Mariners Garden project, enhancing the enjoyment for residents and visitors of this facility. The Looe Business Forum provided match funding of £7,150 towards the costs of operating Looe Street security during the summer period. A new tenant has moved into the commercial unit at Polkirt Arcade. Toilet entry income for June is still outstanding.

Expenditure has been lower than expected during this quarter, with exception of the new patient car park barrier, which exceeded the budgeted amount under Assets & services. Higher expenditure is anticipated during the remainder of the financial year.

Reserves expenditure currently stands at £24,470 and includes the library refurbishment, repairs to the Guildhall roof and the Mariners Garden project. Further details on these projects will be provided at the next meeting.

Reserves balance YE	£560,614.00	used added 2025/26	Balance @ YE.31.3.26	£581,305.48	Notes
General Reserves 25% of expenditure					
Provision	£170,000.00			£181,000.00	£724,926 expenditure budget for 2026-27
	£170,000.00			£181,000.00	Acceptable balance to hold for our Council
Ringfenced Reserves					
Library & Visitor information refurbishment	£0.00	£0.00	£0.00	£15,000.00	new counter & displays with improved visitor information
Seafront toilets roof replacement	£0.00	£0.00	£0.00	£60,000.00	
Wheeled Sports facility/Skate park	£22,553.00	£2,681.00	£19,872.00	£19,872.00	
Guildhall toilets	£0.00	£0.00	£0.00	£15,000.00	flooring still to be completed
CCTV	£20,000.00	£12,875.00	£7,125.00	£12,000.00	additional CCTV at Seafront
	£42,553.00	£15,556.00	£26,997.00	£121,872.00	Projects underway or likley to proceed, short to meduim term
Earmarked Reserves					
Business & Learning Project	£68,985.00	£0.00	£68,985.00	£68,985.00	
Library building improvements	£160,456.46	£6,539.00	£153,917.46	£87,628.76	divide into pots for, windows £30,000 heating/air conditioning upgrades £?
Asset- vehicle replacement	£25,000.00	£0.00	£25,000.00	£30,000.00	
Devolution	£64,000.00	£0.00	£64,000.00	£64,000.00	
Millpool toilets roof replacement					Meduim term project interim repairs completed
Wheeled Sports Facility	£0.00	£0.00	£0.00	£0.00	Long term fund for major repairs & reinstate land to its original condition
	£318,441.46	£6,539.00	£311,902.46	£250,613.76	Projects likely to proceed in the future, meduim to long term.
Capital Receipts and Grant Reserves					
Community Infrastructure Levy- CIL	£22,088.54	£7,785.00	£14,303.54	£14,303.54	Can be used for improvements to our community
Royal British Legion- War Memorial	£550.00	£0.00	£550.00	£550.00	Believe work needs to be completed RE: A TOMS
Coca-Cola legacy- match funded - outdoor gym equipment	£6,500.00	£0.00	£6,500.00	£6,500.00	Youth Council recommendations for full amount to local groups & Charities
Looe Food Festival	£481.55	£5,984.63	£6,466.18	£6,466.18	Surplus being used for 2026 event
	£29,620.09	£13,769.63	£27,819.72	£27,819.72	Funds, grants held for specific purpose or project
£0.00				£581,305.48	GWR grant fund rec'd in 2026-27 & spent in 2026-27



HUDSON ACCOUNTING LTD.
INTERNAL AUDIT REPORT:
TO THE MEMBERS OF LOOE TOWN COUNCIL
YEAR ENDED 31ST MARCH 2026.

ISSUE DATE: 01/06/2026.
ISSUED TO: TOWN CLERK & RFO

INTRODUCTION:

Internal auditing is an independent, objective assurance activity designed to improve an organisation's operations. It helps an organisation accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Scope:

The scope of the audit covers, as a minimum, the areas included in the Internal Audit Report contained in the Annual Governance & Accountability Return.

Approach:

Audit work is carried out in line with the Chartered Institute of Public Finance and Accountancy's Internal Audit Standards and guidance issued by the National Association of Local Councils.

Where applicable we have included reference to 'proper practice' and the associated guidance as laid out in 'Governance & Accountability for Smaller Authorities in England' which is applicable to financial years from 1st April 2025.

Selective testing was carried out and the relevant policies, procedures and controls were reviewed.

GENERAL COMMENTS:

We would like to thank the staff for their assistance and co-operation during the audit.

The matters raised in this report are only those which came to our attention during our internal audit work and are not necessarily a comprehensive statement of all the weaknesses that exist, or of all the improvements that may be required.

It should be noted that assurance can never be absolute. The most that the internal audit service can provide is a reasonable assurance that there are no major weaknesses in risk management, governance, and control processes. The audit does not guarantee that the accounting records are free from fraud or error.

The review undertaken obtained a level of assurance which has allowed us to complete the Internal Audit Report element of the Annual Governance & Accountability Return with no qualifications other than it did not review the risk assessment during the year. In all significant respects, the control objectives were achieved throughout the financial year to a standard adequate to meet the needs of the Council.

We have provided a table of audit recommendations, if required, to allow for the Council's response which can be used as an ongoing monitoring tool. We would be grateful if, in due course, it is completed and returned to us.

AUDIT COMMENTARY:

Previous Recommendations

There are no previous recommendations requiring action.

Accounting Records

The accounts have been properly maintained throughout the year.

Payments

A sample of payments was tested to establish whether the spending decision, procurement process, certification and approval for payment were in line with Financial Regulations as well as ensuring that payments were supported by invoices, VAT was correctly accounted for, and payment controls were applied.

Payment

Further testing revealed no issues to report.

Risk

Insurance

The Fidelity Guarantee remains adequate at £1 million.

Risk

The risk register was not reviewed until April 2026, therefore the requirement to review during the financial year has not been met.

The council should answer 'No' to the relevant assertion on the Annual Governance Statement and provide the external auditor with an explanation.

IT & Data Protection

A .gov.uk domain is used for the council website and for councillor and officer e-mail.

IT and GDPR policies are in place and have been recently reviewed.

The website Accessibility Statement was reviewed in August 2025.

Not all of the information required by the Transparency Code has been published.

Whilst compliance is not mandatory it is expected as part of the requirements of Assertion 10 in the Annual Governance Statement.

Budgets

Setting

The 2026/27 budget and precept were properly approved at Full Council in January 2026 following the production of detailed estimates.

Monitoring

Regular reports have been provided to Members throughout the year.

Adequacy of Reserves

After allowing for earmarked reserves of £390,614 the general reserve stands at £190,691; equating to 28% of gross expenditure which is within generally accepted parameters.

Income

Systems were tested to ensure that suitable controls are in place to ensure that all income is received in a timely manner, that charges are correctly applied and that any cash received is promptly receipted and banked.

Interest

Interest received has been accurately reflected in the AGAR.

VAT

VAT claims for the year have been submitted.

The year-end claim is in accord with balances held in the accounting statements.

Food Festival

Activity around the Food Festival is adequately managed.

Assets

The asset register has been updated to reflect acquisitions and disposals and the total value of assets held has been accurately reflected in the AGAR.

Payroll

The March payroll was tested with no issues to report.

A new employee has been issued a contract of employment and has been paid in accordance with the Terms therein.

Bank Reconciliation

Monthly bank reconciliations have been carried out in a timely and accurate manner throughout the year and have been reviewed by Members in accordance with Financial Regulations.

The year-end bank reconciliation was found to be accurate.

Accounting Statements

The accounts were produced on an income and expenditure basis and are in accord with underlying records.

Debtor and creditor balances have been properly treated.

Annual Internal Audit Report 2025/26

LOOE TOWN COUNCIL

www.looetowncouncil.gov.uk/town-council/financial-and-audit

During the financial year ended 31 March 2026, this authority's internal auditor acting independently and on the basis of an assessment of risk, carried out a selective assessment of compliance with the relevant procedures and controls in operation and obtained appropriate evidence from the authority.

The internal audit for 2025/26 has been carried out in accordance with this authority's needs and planned coverage. On the basis of the findings in the areas examined, the internal audit conclusions are summarised in this table. Set out below are the objectives of internal control and alongside are the internal audit conclusions on whether, in all significant respects, the control objectives were being achieved throughout the financial year to a standard adequate to meet the needs of this authority.

Internal control objective	Yes	No*	Not covered**
A. Appropriate accounting records have been properly kept throughout the financial year.	✓		
B. This authority complied with its financial regulations, payments were supported by invoices, all expenditure was approved and VAT was appropriately accounted for.	✓		
C. This authority assessed the significant risks to achieving its objectives and reviewed the adequacy of arrangements to manage these.		✓	
D. The precept or rates requirement resulted from an adequate budgetary process; progress against the budget was regularly monitored; and reserves were appropriate.	✓		
E. Expected income was fully received, based on correct prices, properly recorded and promptly banked; and VAT was appropriately accounted for.	✓		
F. Cash payments were properly supported by receipts, all cash expenditure was approved and VAT appropriately accounted for.			✓
G. Salaries to employees and allowances to members were paid in accordance with this authority's approvals, and PAYE and NI requirements were properly applied.	✓		
H. Asset and investments registers were complete and accurate and properly maintained.	✓		
I. Periodic bank account reconciliations were properly carried out during the year.	✓		
J. Accounting statements prepared during the year were prepared on the correct accounting basis (receipts and payments or income and expenditure), agreed to the cash book, supported by an adequate audit trail from underlying records and where appropriate debtors and creditors were properly recorded.	✓		
K. If the authority certified itself as exempt from a limited assurance review in 2024/25, it met the exemption criteria and correctly declared itself exempt. <i>(If the authority had a limited assurance review of its 2024/25 AGAR tick "not covered")</i>			✓
L. The authority published the required information on a website/webpage up to date at the time of the internal audit in accordance with the relevant legislation.	✓		
M. In the year covered by this AGAR, the authority correctly provided for a period for the exercise of public rights as required by the Accounts and Audit Regulations <i>(during the 2025/26 AGAR period, were public rights in relation to the 2024-25 AGAR evidenced by a notice on the website and/or authority approved minutes confirming the dates set)</i> .	✓		
N. The authority has complied with the publication requirements for 2024/25 AGAR <i>(see AGAR Page 1 Guidance Notes)</i> .	✓		
O. The authority has complied with laws, regulations & proper practices relating to digital and data compliance.	✓		
P. (For local councils only) Trust funds (including charitable) – The council met its responsibilities as a trustee.	Yes	No	Not applicable
			✓

NOT USED

For any other risk areas identified by this authority adequate controls existed (list any other risk areas on separate sheets if needed).

Date(s) internal audit undertaken

Name of person who carried out the internal audit

25/11/2025

27/05/2026

01/06/2026

S P HUDSON CPFA

Signature of person who carried out the internal audit

S. P. Hudson

Date

01/06/2026

*If the response is 'no' please state the implications and action being taken to address any weakness in control identified (add separate sheets if needed).

Note: If the response is 'not covered' please state when the most recent internal audit work was done in this area and when it is next planned; or, if coverage is not required, the annual internal audit report **must explain why not (add separate sheets if needed).

FINANCE & STRATEGY COMMITTEE CALENDAR 2026-27 AGENDA ITEMS						
14th Jul-26	Policies	Financial	Governance	Other	Information	Notes
		Reserve allocation	Internal control	Grant application	RFO Report	
		Year-to-date 26-27	Internal Audit			
15th Sep-26	Policies	Financial	Governance	Other	Information	Notes
	Review Financial Regs 2026	Year-to-date 26-27	Internal control	Bank Mandate	RFO Report	
	Risk Register review	VAT Return QE.30.06.26	External Auditor Report			
	Investment review					
Budget working group						
17th Nov-26	Policies	Financial	Governance	Other	Information	Notes
	Financial Regs recommend	Draft Budget 27-28	Internal control	Draft Strategic Plan	RFO Report	
		Forecast 26-27				
		Reserve allocation				
		Tax Base				
	VAT Return QE.31.08.26					
14th Dec-26	Policies	Financial	Governance	Other	Information	Notes
		Draft Budget 27-28	Internal control		RFO Report	
		Forecast 26-27				
		Reserve allocation				
19th Jan-27	Policies	Financial	Governance	Other	Information	Notes
	Reserve Policy	Final Budget 27-28	Internal control		RFO Report	
		Forecast 26-27				
		Reserve allocation				
16th Feb-27	Policies	Financial	Governance	Other	Information	Notes
	Investment policy recommend	Year-to-date 26-27	Internal control		RFO Report	
		Forecast 26-27				
		VAT Return QE 31.12.26				
16th Mar-27	Policies	Financial	Governance	Other	Information	Notes
		Year-to-date 26-27	Internal control		RFO Report	
		Forecast 26-27				
		Project financial update				
Financial year end 31.03.2027						
11th May-27	Policies	Financial	Governance	Other	Information	Notes
		Draft accounts 2026-27	Internal control		RFO Report	sign off of Internal controls for AGAR
		CIL YE Report	Final Internal Audit 26-27			CIL checks ready for FC & submit to CC
		VAT Return QE 31.3.27				