



Lostwithiel Town Council
Tuesday 1 May 2018

Public Participation

The Council was addressed regarding agenda item 23 planning application PA18/02506 Land North West of Lostwithiel School.

Community Police Report

The Annual emailed report from PCSO Ward advised that there were 89 recorded crimes in Lostwithiel between 1 April 2017 & 31 March 2018: -

15 violence with injury	18 violence without injury
3 rapes	6 other sexual offences
1 burglary dwelling	4 burglary non-dwelling
8 vehicle offences	3 shoplifting
9 other theft	17 criminal damage
3 public order offences	2 other offences.

Cornwall Councillor Report

Cornwall Councillor Martin expressed his thanks at being made aware of people sleeping rough under a tree at the Community Centre. They are now housed in a bedsit in St Austell.

Cornwall Councillor Martin also updated Council Members that he is chasing Cornwall Council regarding the cutting of the roadside verges and advised that current proposals for the next Cornwall Council Waste contract are that recycling and food waste will be collected

weekly and other rubbish fortnightly and there will be no restriction on the number of bags that can be put out for kerbside collection. Finally, Cornwall Councillor Martin highlighted the proposal to ensure that future Cornwall Council expenditure on consultants or conferences in excess of £5,000 is signed off by a Cabinet Member.

Annual Meeting Minutes

A meeting of the Town Council was held in the Church Rooms Lostwithiel on Tuesday 1 May 2018 at 7pm.

Councillors Present

Mayor Jarrett, Deputy Mayor Hughes
Councillor Anders, Councillor Beedell
Councillor Clarke, Councillor Duffin,
Councillor Guiterman, Councillor Hatton,
Councillor Henderson, Councillor Jarrett,
Councillor Lindley, Councillor Risner,
Councillor Ross & Councillor Sweeney.

In attendance

Twelve members of the public were in attendance
Town Clerk Mrs Harris was in attendance

001/18 Election of Mayor

Mayor Jarrett invited nominations for the position of Mayor. It was **resolved** that Councillor P Jarrett is elected Mayor for the Civic Year 2018/19.

Councillor P Jarrett signed the Declaration of Acceptance of Office of Mayor which was witnessed and signed by the Town Clerk.

002/18 Election of Deputy Mayor

Mayor Jarrett invited nominations for the position of Deputy Mayor.

It was **resolved** that Councillor Hughes is elected Deputy Mayor for the Civic Year 2018/19.

Councillor Hughes signed the Declaration of Acceptance of Office of Deputy Mayor which was witnessed and signed by the Town Clerk.

003/18 Apologies of Absence

Apologies for absence were received and accepted from the following Councillors: -

Councillor Hendicott & Councillor Hensman

004/18 Declarations of Interest

Deputy Mayor Hughes declared a non-registerable interest in agenda item 23 Planning application PA18/02506 Land North West of Lostwithiel School The Brambles, PA18/3286 4 Nikita Terrace & PA18/03361 Polmena Bungalow.

Councillor Ross declared a non-registerable interest in agenda item 23 Planning application PA18/03725 Wombwell Homes Grenville Road Lostwithiel.

005/18 Minutes 17 April 2018

It was **resolved** to amend the minutes under minute reference **337/17** by deleting 'non- Disability Discrimination Act compliant tap.' and replacing this text with 'non-Equality Act 2010 compliant tap.' and to accept and approve the amended minutes. The minutes were amended in ink and duly signed by Mayor Jarrett.

006/18 Standing Orders

It was **resolved** not to delete paragraph 1k) from Council Standing Orders. Councillor Beedell requested a recorded vote.

Councillor Anders, Councillor Beedell, Councillor Duffin and Councillor Risner voted in favour of the proposal.

Mayor Jarrett, Deputy Mayor Hughes, Councillor Clarke,

Councillor Guiterman, Councillor Hatton, Councillor Henderson, Councillor Jarrett, Councillor Lindley, Councillor Ross & Councillor Sweeney voted against the proposal.

It was **resolved** to approve and adopt the Standing Orders as drafted noting the intention to consider the new National Association of Local Council Model Standing Orders later in the Civic year.

007/18 Financial Regulations

It was **resolved** to approve and adopt the Financial Regulations as drafted.

008/18 General Power of Competence

It was **resolved** to reaffirm eligibility for the General Power of Competence 15 Councillors having been elected on 4 May 2017 in a contested election and the Council having a qualified clerk.

009/18 Internal Auditor

It was **resolved** that Hudson Accounting Ltd are appointed as the Council's Internal Auditor for the year ending March 2019.

010/18 Town Mayor's Allowance

It was **resolved** that the Mayor's Allowance for the Civic Year 2018/19 is set at £1650 as per the agreed budget.

011/18 Annual Civic Service & Mayor Making Ceremony

It was decided to defer this agenda item to 15 May 2018.

012/18 Staffing Committee Terms of reference & appointment of Members.

It was **resolved** to approve and adopt the Staffing Committee Terms of reference with the following amendment: -
Deletion of the text: -

'To direct the work of employees with the power to discipline employees if required'

and replacement with: -

To direct the work of employees with the power to discipline employees, in accordance with the Council's Disciplinary Procedure, if required.

It was **resolved** to appoint the following Councillor Members to the Staffing Committee: -

Mayor Jarrett	Councillor Anders
Councillor Hatton	Councillor Henderson
Councillor Hensman	Councillor Jarrett
Councillor Lindley	Councillor Ross

013/18 Flood Plan Co-ordinators & Wardens

It was **resolved** to appoint the following Council members as Flood Plan Co-ordinators and Flood Wardens: -

Mayor Jarrett	Councillor Henderson
Councillor Jarrett	Councillor Lindley
Councillor Ross	Councillor Sweeney

014/18 Neighbourhood Plan Steering Group Membership

It was **resolved** to appoint the following as members of the Neighbourhood Plan Steering Group: -

Councillor Anders	Councillor Duffin
Councillor Guiterman	Councillor Hatton
Councillor Risner	Dave Robson
John Scott	

015/18 Library Working Party Membership

It was **resolved** to appoint the following as members of the Library Working Party: -

Mayor Jarrett	Deputy Mayor Hughes
Councillor Guiterman	Councillor Sweeney

016/18 Edgcumbe House Working Party Membership

It was **resolved** to appoint the following as members of the Edgcumbe House Working Party: -

Mayor Jarrett	Deputy Mayor Hughes
Councillor Anders	Councillor Guiterman
John Scott	Keith Southgate
Councillor Sweeney	Christine Walton
Philip Watkins	Caroline Yates

017/18 Communications Working Party

It was **resolved** to appoint the following Council members to the Communications Working Party: -

Councillor Anders	Councillor Beedell
Councillor Duffin	Councillor Hatton
Councillor Sweeney	

018/18 Traffic Management Plan initiative

It was **resolved** to appoint the following to the Traffic Management Plan initiative: -

Mayor Jarrett	Deputy Mayor Hughes
Councillor Guiterman	Councillor Jarrett
Councillor Lindley	

019/18 Council's Fixed Asset Register

It was **resolved** to approve the Council's Fixed Asset register as drafted.

020/18 Council Insurance Policy

It was **resolved** to approve the existing levels of cover on the Council's insurance policy.

021/18 Council Meetings dates & times

It was **resolved** to approve the list of dates for full Council meetings as below and to continue to start meetings at 7pm.

Tuesday 15 May 2018	Tuesday 5 June 2018
Tuesday 3 July 2018	Tuesday 17 July 2018
Tuesday 7 August 2018	Tuesday 4 September 2018
Tuesday 18 September 2018	Tuesday 2 October 2018
Tuesday 16 October 2018	Tuesday 6 November 2018
Tuesday 20 November 2018	Tuesday 4 December 2018
Tuesday 18 December 2018	Tuesday 15 January 2019
Tuesday 5 February 2019	Tuesday 19 February 2019
Tuesday 5 March 2019	Tuesday 19 March 2019
Tuesday 2 April 2019	Tuesday 16 April 2019

022/18 Lostwithiel Town Council Community Resilience

(i) Neighbourhood Development Plan

- a) It was **resolved** to note the Neighbourhood Plan Steering Group minutes dated 27 February 2018.
- b) Councillor Guiterman advised that approximately 25 people attended the consultation event held on 28 April 2018. The proposed development boundary currently appears to be the area of the plan generating most interest.

023/18 Planning Applications

Deputy Mayor Hughes having previously declared a non-registerable interest left the meeting room.

- a) PA18/02506 Land North West of Lostwithiel School
The Brambles, Lostwithiel
It was **resolved** not to support this application due to the following -
 - the impact the development would have on the active Section 106 agreement
 - that the area has been set aside as green space in Lostwithiel's emerging Neighbourhood Plan and is outside the

proposed Neighbourhood Plan development boundary, (the Cornwall Council proposed housing quota for Lostwithiel can met and exceeded within the proposed development boundary),

- the proposed site has access and parking difficulties,
- the proposed site is in a critical sewage and drainage area
- the proposed site poses safeguarding issues for the neighbouring school.

Deputy Mayor Hughes re-joined the meeting.

PA18/02929 Allwinds, Duke Street, Lostwithiel
Demolition of PRC (Cornish Unit) bungalow and construction of new dwelling.
It was **resolved** to support this planning application.

Deputy Mayor Hughes having previously declared a non-registerable interest left the meeting room.

PA18/03286 4 Nikita Terrace, Bodmin Hill, Lostwithiel
The proposal is to form a single storey extension, in order to extend the kitchen and porch to increase ground floor space.
It was **resolved** to support this planning application.

PA18/03361 Polmena Bungalow, Polmena Lane Lostwithiel
Construction of detached double garage with ancillary accommodation (annex) above
It was **resolved** not to support this application, the proposal would be highly visible from the town, surrounding countryside and Moor areas. The proposed development is not in accordance with the emerging Lostwithiel Neighbourhood Development Plan and the Council considers, as an alternative that siting

a garage to the rear of the property would reduce the visual impact.

Deputy Mayor Hughes re-joined the meeting.

PA18/03547 Talbot House, Restormel Road, Lostwithiel
Re-modelling and extension.

It was **resolved** to support this application.

Councillor Ross having previously declared a non-registerable interest left the meeting room.

PA18/03725 Wombwell Homes Sales Office Grenville Road
Lostwithiel

Non-material amendment (no 1) for internal amendment to the number of units – originally 4 flats/floor with fourth floor and roof space 4 x duplex's (16 units) – Proposed number of units 3 flats per floor (12 units), move footprint of the building and allow slight increase in service void to (C2/07/01968).

It was **resolved** not to support this application as there is insufficient information available regarding parking and the reasons for reducing the number of units.

Councillor Ross re-joined the meeting.

b) None

024/18 Annual Membership

It was **resolved** to renew membership to the following: -

- National Association of Local Councils at a cost of £157.56 (no vat),
- Cornwall Association of Local Councils £447.91 plus vat plus CALC office charge of £77.63 (no vat)
- South West Councils £384 plus vat.

025/18 New picnic benches

It was **resolved** to accept the offer, at no cost to the Council, of 5 new picnic benches and materials to alter the 3 benches along the wall by the bridge and to allow Lostwithiel Rotary to position a plaque to acknowledge the donation of the benches by Duchy Timber.

It was decided that the benches should be sited at angles not to cause obstruction and was requested that if the older benches can be refurbished for them to be relocated in town.

Councillor Guiterman asked that the minutes record grateful thanks to both Lostwithiel Rotary and Duchy Timber for their very kind offer which will enhance this area.

026/18 Community Network Panel – Community Speedwatch

It was **resolved** to ask for Lostwithiel to be included as a speedwatch site and to identify areas of concern as speeding through the town, around Bodmin Hill, North Street, Fore Street and the Parade.

027/18 Accounts & Finance

It was **resolved** that cheques 100912 – 100926 totalling £6,651.85 are authorised for payment.

028/18 Items for next agenda

Flood test event

Oak tree donation

The meeting closed at 8.25pm