



**Lostwithiel Town Council Meeting
will be held at The Church Rooms Lostwithiel
on Tuesday 5 June 2018 at 7pm**

This meeting is open to the public and as such could be filmed or recorded by broadcasters, the media or members of the public. Please be aware that whilst every effort is taken to ensure that members of the public are not filmed, **the council cannot guarantee this**, especially if you are speaking or taking an active role. The council asks those recording proceedings not to edit the film or recording in a way that could lead to misinterpretation of the proceedings or infringe the core values of the council. This includes refraining from editing an image or views expressed in a way that may ridicule or show lack of respect towards those being filmed or recorded.

Housekeeping – Mayor Jarrett will advise the evacuation routes in case of an emergency and remind all persons present of the following: -

The meeting may be filmed or recorded

Members and Members of the Public are asked to set device ring tones/alerts to silent

Presentation by Edgcumbe House working party regarding the Pre-Feasibility Study on Edgcumbe House Lostwithiel undertaken by Le Page Architects and RIO Real Ideas Organisation.

Time allowed for members of the public to address the Council on matters relating to Lostwithiel – Maximum time allowed 15 minutes

- To receive the Community Police Report
- To receive the Cornwall Councillor Report

Meeting Agenda

1. To receive and accept Apologies of Absence.
2. To receive any Declarations of Interest or written requests for new DPI dispensations from Members.

Members are invited to declare disclosable pecuniary interests and other (non-registerable) interests in items on the agenda as required by Lostwithiel Town Council's Code of Conduct for Members and by the Localism Act 2011.

3. To receive the minutes of the meeting held on 15 May 2018 having previously been circulated and taken as read.
4. Lostwithiel Town Council Community Resilience –
 - (i) Neighbourhood Development Plan –
 - a) To note the Neighbourhood Plan Steering Group minutes dated 10 April.
 - b) To note the Pre-submission consultation responses.
 - c) To receive a report on the Neighbourhood Plan Steering Group meeting held on 22 May
 - d) To consider revising the Neighbourhood Plan Development Boundary in light of the information received.

e) To consider appointing Deputy Mayor Hughes as a Lostwithiel Neighbourhood Plan Steering Group member.

5. To receive planning decisions

6. consider planning applications

- a) PA18/02868 2 Castle Hill, Lostwithiel
Proposed first floor extension with internal alterations.
- PA18/05090 28 Cott Road, Lostwithiel
Conservatory to front elevation and a ground floor rear extension. Remove existing rear extension.
- b) to consider any planning applications received since publication of the agenda.

7. Play area inspections – to note the inspection reports.

8. Communications Working Party –

- a) To consider approval of notices and drafted website and Facebook posts.
- b) Contacts list - to consider the price received from the website provider to add the contacts list to the Town Council website £95 plus VAT to add to main website and £45 plus Vat to add to mobile website.

9. Edgcumbe House Pre-feasibility Study – to discuss the recommendations from the Edgcumbe House Working Party, the final report and to decide if Council wishes to progress the project to Feasibility stage.

10. Lostwithiel Library – to consider information and advice received regarding surrender of the building lease by Cornwall Council.
11. Lostwithiel Town Council Grant Awarding Policy – to consider approval of the revised policy.
12. Lostwithiel Town Council Hire of Town Council Land Policy – to consider approval of the revised policy.
13. Internal Audit year end 31 March 2018 – to consider the Internal Auditor’s report.
14. Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2017/18 Part 3 – to approve and authorise the signature of Section 1 Annual Governance Statement 2017/18
15. Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2017/18 Part 3 – to approve and authorise the signature of Section 2 Accounting statements 2017/18.
16. Traffic Management Plan – to discuss the draft plan and to authorise submission of this draft to the Community Network Panel for consideration as part of the Community Network Highway Scheme.

17. Parade new picnic benches –
 - a) To authorise the clerk to write letters of thanks to both Duchy Timber and Lostwithiel Rotary
 - b) To consider the request from Lostwithiel Rotary to fix small signs to the new benches ‘Please do not use disposable barbeques on these benches’

18. Guildhall alleyway gutter – to consider the quote of £140 to clear the gutter.

19. Great Western Railway – to authorise Deputy Mayor Hughes to represent Lostwithiel Town Council at the Devon and Cornwall Timetable Group Meeting on 25 July at Exeter at no cost to Lostwithiel Town Council.

20. National Joint Council for Local Government Services agreed pay scales for 2018 & 2019 – to consider the recommendation from the Staffing Committee to implement these pay scales with effect from 1 April 2018.

21. Accounts and Finance

22. Correspondence

23. Notices

24. Items for next agenda

S Harris

Mrs S Harris
Town Clerk
31 May 2018