



**Lostwithiel Town Council
Tuesday 15 May 2018**

The Council received a presentation from Tasha Davis Cornwall Council Community Link Officer – St Blazey, Fowey & Lostwithiel Community Network on the ‘Strengthening the Panel’ initiative and more specifically the Highways Scheme.

Public Participation

The Council was addressed regarding: -
Agenda item 12 Lostwithiel Carnival fireworks on King George V Playing Field and Lostwithiel Rotary’s grant application.

Cornwall Councillor Report

Cornwall Councillor Martin advised that Cornwall Council are taking steps to improve the appearance of a property on the outskirts of the town.

Cornwall Councillor Martin also advised that he had arranged for a Senior Planning Enforcement Officer from Cornwall Council to visit Lostwithiel and walk around the town to identify issues.

Furthermore, following a recent meeting Cornwall Councillor Martin hopes that the information on Cornwall Council’s website regarding Highways issues i.e. potholes will be improved in the coming weeks and that works i.e. grass verge cutting will be undertaken by the date given.

Meeting Minutes

A meeting of the Town Council was held in the Church Rooms Lostwithiel on Tuesday 15 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 Hensman
Councillor Jarrett, Councillor Lindley
Councillor Risner, Councillor Ross
Councillor Sweeney

In attendance

Seven members of the public were in attendance
Cornwall Councillor Martin was in attendance
Town Clerk Mrs Harris was in attendance

029/18 Apologies of Absence

Apologies for absence were received and accepted from
Councillor Hendicott.

030/18 Declarations of Interest

Councillor Henderson and Councillor Lindley declared non-registerable interests in Agenda Item 20 – Town Planting.
Councillor Anders, Councillor Guiterman and Councillor Sweeney declared non-registerable interests in
Agenda Item 11 – Lostfest 2018.

031/18 Minutes 1 May 2018

It was **resolved** that the minutes dated 1 May 2018 are accepted, approved and duly signed by Mayor Jarrett.

032/18 Staffing Committee Minutes

It was **resolved** that the Staffing Committee minutes dated 13 March 2018 are accepted and approved.

033/18 Lostwithiel Town Council Community Resilience

- (i) Neighbourhood Development Plan
 - a) It was **resolved** to appoint Chris Jones, Colin Martin and Dick Trant as Lostwithiel Neighbourhood Plan Steering Group members.

034/18 Planning Applications

a)

PA18/03185 The Old Malt House
North Street, Lostwithiel
Listed Building Consent to change existing windows and change door to window to match other timber windows in the dwelling.
It was **resolved** to support this application.

b) None

035/18 Royal Wedding

It was **resolved** to fly the Union flag on 19 May 2018 to mark the Royal Wedding.

036/18 Cornwall Council Consultation on the Schedule of Modifications to the Cornwall Minerals Safeguarding Development Plan Submission Document

It was **resolved** not to respond to this consultation as there is no adverse impact on Lostwithiel.

037/18 Cornwall Council Consultations

It was **resolved** to introduce task and finish groups to draft consultations responses for full Council approval on a 6-month trial basis. Task and finish group members to be appointed at meeting 1 and their recommendations brought back to meeting 2.

038/18 Lostwithiel Library

It was **resolved** to progress the devolution of the Library service in Taprell House without any building changes.

039/18 Lostfest 2018

Councillor Guiterman addressed the Council.

Councillor Anders, Councillor Guiterman and Councillor Sweeney having declared non-registerable interests left the meeting room.

It was **resolved** to grant consent to use the King George V playing field on 20 May 2018 in light of the information provided.

Councillor Anders, Councillor Guiterman and Councillor Sweeney re-joined the meeting.

040/18 Lostwithiel Carnival

a) It was **resolved** to approve the use of King George V playing field for fireworks on Saturday 28 July 2018. The clerk was instructed to ask Lostwithiel Rotary to consider, as part of their risk assessment, other access points in addition to those identified on the map namely archway under the bridge at low tide, second island walkway and the river.

b) The proposed Carnival route was noted by Council.

c) It was **resolved** to approve the grant application received under the Local Government Act 1972 s145. It was decided that the Council's Use of Town Council Land Policy and the interpretation of this policy should be reviewed.

041/18 St Austell Bay Economic Forum

Councillor Beedell presented a report on the meeting to Council. Councillor Beedell made available to all Council members copies of the publications distributed at the meeting and suggested that the Council may wish to link with the SABEF website.

042/18 Mayor Making Ceremony and Annual Civic Service

Mayor Jarrett advised that the Making Ceremony is to be held on Friday 1 June 2018, at 7pm in St Bartholomew's Church.

The Annual Civic Service is to be held on Sunday 23 September 2018 at 11am in St Bartholomew's Church.

043/18 The Guildhall

It was **resolved** to remain with the original instruction from surveyor and not to amend the works instruction.

044/18 Edgcumbe House

It was **resolved** to authorise all the report recommendations namely:

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1. To instruct a professional valuation of Edgcumbe House (firm to be recommended by Scott & Co)
2. To forward a copy of the report to all Edgcumbe House Working Party members for consideration with the final Pre-feasibility Report.
3. To instruct Scott & Co to draw up a specification for the recommended works to the chimney and to provide an indication of costs.

4. To instruct the clerk to notify the insurers that the open roof void in an adjacent property is being used as a bedroom. It was further **resolved** to defer a decision on the shared chimney costs until Scott & Co have provided an indication of costs.

Support of Council:

Mayor Jarrett left the meeting and Deputy Mayor Hughes took the chair.

045/18 Communications Working Party

It was **resolved** to approve the contact list for display on the Town Council website and noticeboard and to approve display of notices subject to the Town Clerk approving the final wording.

046/18 Flood Test Event

It was **resolved** to authorise Councillor Ross to arrange a Lostwithiel Town Council Flood Plan test prior to 12 June 2018.

047/18 Two-foot oak grown from an acorn in Commonwealth War Graves Cemetery near Ypres

It was **resolved** to accept the offer of this sapling and to take local advice from Duchy Nurseries regarding the best way to look after the tree until it is of a suitable size to plant in a public open space.

048/18 Town planting

Councillor Henderson and Councillor Lindley having declared non-registerable interests left the meeting.

a) It was **resolved** to approve £120 for the Memorial Garden to be used to 'put black membrane down on the centre and put stones on top with appropriate plants added to cut down the work of keeping tidy & to add new chippings to the path and to re-stain the benches.

b) It was **resolved** to approve £100 to purchase plants and compost for the Town Council planters and to purchase marigolds for Nomansland.

Councillor Henderson and Councillor Lindley re-joined the meeting.

049/18 Accounts and Finance

It was **resolved** that cheques 100927-100928 totalling £3180.00 are authorised for payment.

It was further **resolved** to print the contact list for residents to cut out and keep in the Rotary 2018 Carnival Programme at a cost of £120.

050/18 Correspondence

Cornwall Council

Neighbourhood Planning Update
March 2018 & April 2018

Mineral Safeguarding Development
Plan Document

Road Closure Notice for Lostfest
20/5/18 09:00-18:00

Road Closure Notice Grenville Road
3-4 June (22.00 – 06.00)

Adult Social Care Charging Policy
consultation updated FAQ's and
Easy Reads

Announcement of new Strategic
Director for Adult Social Care and
Health – Helen Charlesworth-May
Community Speed watch

Town and Parish Communities
Devolution Newsletter April 2018

St Blazey, Fowey, and Lostwithiel
Community Network Panel Meeting
Agenda 30 April 2018

Localism Newsletter – a Message
from Mike Eathorne-Gibbons
Neighbourhood Plan E-Bulletin
April 2018

Cornwall Assoc.of Local Councils Newsletter April 2018

Cornwall and IOS Local Enterprise Partnership - April Bulletin

Local Government Boundary Commission for England

Draft recommendations for
Cornwall Council boundaries
postponed

Calor Rural Community Fund

What's your project

Civic Voice

War Memorial News 3/4/18

Coastline Housing

Coastline Housing News

Co-op

Linking up with your Local Co-op

Cornwall Community Foundation New funding programme for
Lostwithiel

Jack Moon and Lors Trust Fund

Cornwall Countryside Access Forum

Recruitment of Members 2018

Cornwall Sports Partnership

May Bulletin

Great Western Railway

Use your phone as a train ticket

Great Western Railway

Update on improvements between
Newbury and Reading

Lostwithiel Museum

email

War Memorials Trust

Project not eligible for funding

It was **resolved** to instruct the clerk to reply to the Museum's
email with a further update on the building repairs.

051/18 Notices

None.

052/18 Items for next Agenda

Electric Charging Points

Communication Working Party

King Street – refurbishment of picnic table and chairs
Use of Town Council Policy review

Under the Public Bodies (Admissions to Meetings) Act 1960, the public and representatives of the press and broadcast media be excluded from the meeting during the consideration of the following items of business as publicity would be prejudicial to the public interest because of the confidential nature of the business to be transacted.

053/18 Staffing Committee

The Town Clerk left the meeting.

Councillor Ross presented the Staffing Committee report to Council.

It was **resolved** to adopt the recommendations of the Staffing Committee report namely

- 1). To increase the Town Clerks weekly hours by 5 hours per week and the Administration Assistants hours by 4 per week on a temporary basis for a 6-month period to begin as soon as practicable.
- 2). Not to introduce any new project work for the next 6 months.

The Town Clerk re-joined the meeting.

The meeting closed at 9.40pm.

Chairman

Date