

**LOSTWITHIEL TOWN COUNCIL
Edcumbe House
Fore Street
Lostwithiel
Cornwall
PL22 0BL**

01208 872323

clerk@lostwithieltowncouncil.gov.uk

Dear Councillor,

Councillors are hereby summoned under the Local Government Act 1972 Sch. 12 para 10(2)b to attend a Meeting of Lostwithiel Town Council to be held at **Lostwithiel Church Rooms** on Tuesday 4 December 2018 commencing at 7.00pm when the following business will be transacted.

S Harris

Mrs S Harris
Town Clerk
29 November 2018



**Lostwithiel Town Council Meeting
will be held at Church Rooms Lostwithiel
on Tuesday 4 December 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 updated project proposals and anticipated timeline.

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

- To receive the Cornwall Councillor Report

Meeting Agenda

1. To receive and accept Apologies of Absence.

If you are unable to attend on Tuesday 4 December 2018 could you please email admin@lostwithieltowncouncil.gov.uk with your apologies before midday on 4 December. Thank you to all Councillors who have already advised the office that they are unable to attend the meeting.

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 27 November 2018 having previously been circulated and taken as read.

Please see separate document.

4. Edgcumbe House – to further discuss the viability of the building and the project and potentially the sale of the building in light of the Working Party presentation and the professional valuation received.
5. Cornwall Council – Safer Cornwall Partnership Plan Consultation – to consider the task and finish group's drafted general response and response to the survey questionnaire.

6. Lostwithiel Town Council Councillor vacancy – to advise Council that no applications have been received and to consider delaying the re-advertising of the vacancy until February 2019.

7. To receive planning decisions

PA18/04962 Buildings 4 & 5 B2 Residential development off Grenville Road, Lostwithiel
Amend extant approved buildings 4 & 5 of B2 development as follows – Amend building 4 internal layout from 4 flats per floor to 3 flats per floor and omit duplex units in third floor roof space. Move building to north and decrease its width. Change building 5 from a terrace of 4 houses to an apartment block with 8 apartments. Revise parking layout to include additional spaces.

Approved.

PA18/08396 The Higgins Press, South Street
Change of use from a mixed use residential and small retail unit to a single residential dwelling house.

It was resolved to support this application.

Approved.

PA18/09479 Memorial Garden, The Parade, Lostwithiel.
Notification of proposed works to trees within a conservation area – Felling of Beech (T1101) (Cornwall Council has advised that as this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for the

Town Council to submit any comments to the local planning authority.)

Approved.

PA18/09645

Bodardle Bodmin Hill Lostwithiel
Non-material amendment (no2) to change fenestration to three windows to South elevation, to match other windows and add additional conservation style rooflights to Northern roof elevation to (PA16/02695).
Conversion and extension of barn to form dwelling. Conversion of barns to from two dwellings and erection of live work unit.

Approved.

PA18/01373

Land to rear of 14 Cott Road Lostwithiel
Outline application for detached dwelling (all matters reserved except for access).

Approved.

8. Planning applications – to consider any applications received since publication of the agenda.
9. Play area inspections – to note the inspection reports and any action required.
10. Play area inspections – to consider renewal of the Service Level Agreement with Cormac at an annual cost of £2276.64 plus VAT.
11. Lostwithiel Town Council Standing Orders 2018- to consider adopting the revised Standing Orders as drafted

Please see separate document.

12. The Parade - to consider the report from the task and finish group regarding future planned use of the Parade area to inform the direction of the instruction to Land & Heritage.
13. Cornwall Association of Local Councils Lostwithiel Councillor Training Session Thursday 24 January – to note the date and to collate from Council members topics to be covered at this session.
14. Remembrance Sunday 2018 – to consider a donation to the Royal British Legion.

Lostwithiel Town Council's 2017 Royal British Legion donation was £120.

15. Accounts and Finance

Cheque Ref	Payee Name	Cheque ref	Amount Paid
101079	K Hill & Partners Ltd	Grass cutting & weed spraying	£1107.60
101080	Cormac	Burial & play area repairs	£1054.75
101081	Biffa	Cemetery bin	£39.72
101082	Walter Bailey	Wood for sign store	£23.98
101083-86	Salary related expenses	Salary related expenses	£3630.13
101087	Mrs S Harris	Toilet door locks	£9.58
		Total	£5865.76

16. Correspondence

17. Notices

18. Items for next agenda and to note written notice of the wording of any motions for the Council meeting to be held on 18 December 2018 are to be received by the Town Clerk by midday on Wednesday 12 December 2018.

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.

19. Allotments – to discuss a Cormac report requested by the Town Clerk.

20. Lostwithiel Library – to provide further updates to Council.