



**Lostwithiel Town Council Meeting
will be held at Church Rooms Lostwithiel
on Tuesday 18 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

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.
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 4 December 2018 having previously been circulated and taken as read.
4. To receive and adopt the Staffing Committee minutes dated 8 May 2018 & 11 September 2018 having previously been circulated and taken as read.
5. To receive planning decisions
6. To consider planning applications
 - a) PA18/11519 Agan Chy, Tanhouse Road Lostwithiel Extension at first floor level to create a larger bedroom.
 - b) To consider any planning applications received since the publication of the agenda
7. Play area inspections – to note the inspection reports and any action required.
8. Play area inspections – to consider renewal of the Service Level Agreement with Cormac at an annual cost of £2276.64 plus VAT.

9. Lostwithiel Neighbourhood Plan – to consider the final version amended according to the Examiners recommendations.
10. 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.
11. Lostfest – to consider the request received to use the Guildhall.
12. Cruse Bereavement Care – to consider the grant application received.
13. 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.
14. 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.
15. Lostwithiel Town Council 2019-2020 budget – to consider the second draft of the budget.
16. Lostwithiel Library – to update Council & to agree opening hours.
17. Edgcumbe House Working Party – to consider the first draft of Working Party Terms of Reference.
18. Pocket Parks Plus – to consider if Lostwithiel Town Council wishes to make an application.

19. T1101 The Parade – to consider waiving Financial Regulation 11.2h to expedite the felling of the tree due to Health & Safety concerns (Price received £2650 plus VAT)

20. Accounts and Finance

Cheque Ref	Payee Name		Amount Paid
101089	Fowey Harbour Commissioners	Life ring, rope housing & lamp post fixing kit	£384.82
101090	Palace Printers	Mayors Christmas cards	£45.00
101091	Phoneta Business Ltd	Lone worker service	£13.80
101092	DCS Pest Control (Cornwall) Ltd	Pest control King George V playing field	£60.00
101093	Clarity Copiers Ltd	Copy charges	£150.24
101094	HAGS SMP	Coulson Park project retention	£2445.00
101095	K Hill & Partners Ltd	Tree surgery works	£8268.00
101096	Mrs S Harris	Stamps	£71.76
101097	BTE Services Ltd	Annual charge EH toilet disposal unit	£129.17
101098	Uk Safety Management	PAT testing	£127.44
101099	Mrs S Harris	Padlocks and signs	£54.85
		Total	£11750.08

21. Correspondence

22. Notices

23. Items for next agenda and to note written notice of the wording of any motions for the Council meeting to be held on

15 January 2019 are to be received by the Town Clerk by midday on Tuesday 8 January 2019.

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.

24. Allotments – to discuss a Cormac report requested by the Town Clerk.
25. Lostwithiel Library – to consider the following: -
 - a) The final draft of the Service Level Agreement and the first draft of the document schedules.
 - b) Cormac contract novation
 - c) Redecoration specifications
 - d) Replacement of night storage heaters
 - e) Replacement of upstairs central light fittings with LED units
26. Lostwithiel Town Council Staffing Committee – to consider the following: -
 - a) The proposed changes to staff work days
 - b) The extension of the Clerk's 5 additional hours per week until 30 November 2019.

S Harris

Mrs S Harris

Town Clerk

13/12/2018