



**Lostwithiel Town Council Meeting
will be held at Church Rooms Lostwithiel
on Tuesday 15 January 2019 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 18 December 2018 having previously been circulated and taken as read.
4. To receive planning decisions
5. To consider planning applications
 - a) PA18/07589 11 Edgumbe Road Lostwithiel
Retention of replacement garden shed, open fronted storage bay and large storage shed (for equipment, small plant, boat trailer and vehicles) with associated access driveway
 - PA18/11409 Centre Court Cott Road Lostwithiel
Additional dwelling with associated garage and proposed shared access for the existing and the proposed with variation of condition 2 in respect of decision PA15/08261 dated 28.10.15 to provide amended drawings relating to revised garage design and revised site plan

PA18/11572	The Mount Restormel Road Lostwithiel Works to Tree within a Conservation area – namely fell a Horse Chestnut tree
PA18/12075	4 Cott Road Lostwithiel Construction of single timber frame garage with integral utility room.
PA19/00074	2 South Street Lostwithiel Works to trees within the Conservation Area.
PA19/00080	6 Castle Hill Lostwithiel Fell and remove an overgrown Yew tree/bush within the Conservation Area.

- b) To consider any planning applications received since the publication of the agenda
- 6. Play area inspections – to note the inspection reports and any action required.
- 7. Cornwall Community Governance Review – to note the explanatory text received from Cornwall Association of Local Councils and to approve the Town Council’s response to Cornwall Council’s request for expressions of initial interest.
- 8. Lostwithiel Neighbourhood Plan Referendum – to note the confirmed date for the referendum is Thursday 21 February.
- 9. Lostwithiel Neighbourhood Plan February 2019 newsletter –
 - a) to approve the text as drafted for the next Neighbourhood Plan newsletter to be hand delivered to all households within the Parish in early February.
 - b) To approve the printing costs for this Neighbourhood Plan newsletter.

- c) To approve the inclusion of the newsletter text in the next Lostwithiel Newsletter.
10. Lostwithiel Town Council 2019-2020 Budget – to approve publication as drafted.
 11. Edgcumbe House Working Party Report – to note the report prepared by the non-Councillor Members of the EHWP.
 12. Edgcumbe House Working Party – to consider the following: -
 - a) The dissolution of the Edgcumbe House Working Party
 - b) To approve the Terms of Reference for the new Heritage Buildings Committee as drafted
 - c) To appoint Committee members to the new Heritage Buildings Committee.
 13. Pocket parks Grant application –
 - a) To consider the special motion signed by four Councillors to reverse the decision taken at the Council Meeting on 18 December not to appoint a task and finish group to draft an application and to instruct the clerk to put details on Town Council’s Facebook page and website and to forward details to Lost in Play.
 - b) To instruct the clerk to submit the Pocket Park play area application as drafted by the deadline of 25 January.
 14. Parade Noticeboard – to consider the design and cost of providing a new noticeboard for the Parade area

15. Tree stumps & Cemetery Paths – to consider the price received of £320 plus VAT to grind out 3 tree stumps 1 in Coulson Park and 2 on the Parade and to spray all the Cemetery tarmac paths to kill the moss.
16. Institute of Cemetery & Cremation Management Courses – to consider authorising the clerk’s attendance on four courses hosted by Cornwall Association of Local Councils and Falmouth Town Council namely: - Sexton Duties, Memorial Inspection, Granting, Exercising & Transferring Exclusive Rights of Burial & Cemetery & Crematorium Management at a total cost of £470 plus Vat plus travelling.
17. Allotments – to consider the price received to manually brush cut the now vacant allotment field and the price to provide circa 15 wheelbarrow loads of wood chip to the Cemetery field allotments.

18. Accounts and Finance

Cheque Ref	Payee Name		Amount Paid
101100	Cornwall Council	Annual rent for car park	£1,209.26
101101	British Gas	Edgcumbe House	£40.60
101102	Clarity Copiers Ltd	Copy charges	£140.70
101103	Biffa	Castle Hill cemetery bin emptying	£31.78
101104	Phoneta Business Ltd	Lone worker service	£13.20
101105	K Hill & Partners Ltd	Grass cutting	£564.00
101106	National Allotments	Annual membership fee	£66.00

	Society		
101107	Biffa	Toilet cleaning	£1,110.17
101108	Cormac Solutions Ltd	Asbestos testing	£114.00
101109-101112	Salary related expenses	Salary related expenses	£3491.38
101113	Cruse Bereavement Care	Grant	£100.00
		Total	£6881.09

19. Correspondence

20. Notices

21. Items for next agenda and to note written notice of the wording of any motions for the Council meeting to be held on 5 February 2019 are to be received by the Town Clerk by midday on Tuesday 29 January 2019.

S Harris

Mrs S Harris

Town Clerk

10/01/2019