



**Lostwithiel Town Council Extraordinary Meeting
will be held at Lostwithiel Library
on Tuesday 12 February 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

Presentation regarding how Lostwithiel can mitigate its impact on Climate Change.

- 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. Public Participation - Time allowed for members of the public to address the Council on matters on the agenda – Maximum time allowed 15 minutes
4. To receive the minutes of the extraordinary meeting held on 7 February 2019 having previously been circulated and taken as read.
5. To receive planning decisions
6. Planning applications – to consider any applications received since publication of the agenda
7. Licensing Application LI19_000399 Skylark Distillery Ltd, Couchs Mill Barn, Couchs Mill Lostwithiel – to consider the licensing application for the sale of alcohol for consumption off the premises Monday – Saturday 10am – 10pm Sundays 10am – 6pm.

8. Play area inspections – to note the inspection reports and any action required.
9. Department of Transport Williams Rail Review – to consider if Council wishes to appoint a task and finish group to draft, for Council approval, Lostwithiel Town Council’s response to this consultation.
10. Ministry of Housing, Communities & Local Government Pocket Parks Plus scheme – to note the following: -
 - a) That due to the time constraints of the scheme the project price submitted was not obtained in accordance with Section 11 of Lostwithiel Town Council’s Financial Regulations.
 - b) To note that if the Council’s application is successful it is now not possible to comply with Section 11.2 of the Financial Regulations
 - c) To instruct the clerk to request prices from a further 5 firms to supply and fix play equipment and grass matting as specified in the application.
11. Cornwall Council Polling Districts & Polling Places review – to note that by law Cornwall Council must conduct a polling district and polling places review every five years. The next review is due now and must be completed by the end of January 2020. In March 2019, every town and parish Council in Cornwall will be consulted and comments will be invited on the suitability of polling stations and voting arrangements at elections in their area. (The Polling District and Polling Places Review is NOT the same as the Community Governance Review. These reviews are completely separate and must

each follow a different legal process. However, Cornwall Council will be monitoring responses for both reviews for any crossover issues).

12. Cornwall Council Maintenance Partnership Invitation 2019 – to consider if Lostwithiel Town Council wishes to join the scheme.
13. Lostwithiel Town Council Child Protection & Safeguarding Policy – to consider approving the policy as drafted.
14. Lostwithiel Community Centre Committee – to consider, in light of the recent Lostwithiel Newsletter article, the appointment of a Council representative to this Committee.
15. Grit bins – to consider if Lostwithiel Town Council wish to replenish grit in the empty grit bins.
16. Town Council Allotment – to authorise the removal of the asbestos sheeting at a cost of £294 plus VAT.
17. Lostwithiel Library – to consider the following: -
 - a) If the Council wish to continue to provide a copy of the Western Morning News & Cornish Guardian in the library.
 - b) If the Council wish to supply Council volunteers with coffee, tea, sugar, milk and biscuits.
18. Full Periodic inspection test and certificate of fixed wiring system - to approve the cost of £720 plus Vat to inspect Edgcumbe House, the Guildhall (including the Museum office) and Lostwithiel Museum.

19. Accounts & Finance

Cheque Ref	Payee Name		Amount Paid
101115	Biffa	Castle Hill cemetery bin	£31.78
101116	Biffa	Toilet cleaning	£1,110.17
101117	Clarity Copiers Ltd	Copy charges	£145.57
101118	Complete Business Solutions	Stationery	£92.75
101119	Cormac Solutions	Play area repair & interment	£659.47
101120	Cornwall ALC Ltd	Councillor training	£156.00
101121	Mrs C Doyle	Library items	£77.80
101122	EDF Energy	Car park electric	£104.10
101123	E4e	Library bookcases	£1,936.80
101124	Fusion Living	Library teal chairs	£220.00
101125	Mrs S Harris	Fire alarm and stamps	£65.90
101126	K Hill & Partners Ltd	Tree removal	£702.00
101127	Mrs P Jarrett	Door stain	£55.19
101128	Palace Printers	NP Newsletter & library volunteer flyers	£105.00
101129	Peters Ltd	Book tree	£330.00
101130	Restormel Property Services	Assembly of bookcases	£60.00
101131	Royal Mail	Lostplan mail	0.66
101132	St Ives Steeplejacks Ltd	Chimney repair	£1,320.00
101133	Scott & Co	Tender	£696.96

		specification fee	
101134	St Bartholomew's Church Hall	Room hire	£96.00
101135	Seated Furniture Ltd	Bookcases & table	£995.98
101136	South West Water Ltd	Edgcumbe House	£42.72
101137	The Tub Chair Shop	Chairs & sofa	£699.95
101138-141	Salary related expenses	Salary related expenses	£3,491.38
101142	Salary related expenses	Replacement cheque for chq 101110 returned to payee words and figures differ	£1,684.46
		Total	£14,880.64

20. Correspondence

21. Notices

22. Items for the next agenda and to note written notice of the wordings of any motions for the Council meeting to be held on 19 February 2019 are to be received by the Town Clerk by midday on Wednesday 13 February 2019.

P Jarrett

Councillor P Jarrett

Mayor of Lostwithiel

07/02/2019