

**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 Library on Tuesday 16 April 2019 commencing at 7.00pm when the following business will be transacted.

*S Harris*

Mrs S Harris  
Town Clerk  
12 April 2019



**Lostwithiel Town Council Meeting  
will be held at Lostwithiel Library  
on Tuesday 16 April 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 by Shaun Galloway regarding development proposals for 17 Queen Street Lostwithiel.

Prior to providing any feedback Mayor Jarrett will read the following statement regarding pre-determination.

‘Whilst Members may express an opinion for or against the proposed development plans at this meeting Members minds are not closed

and they will only come to a conclusion on whether they should support the scheme or offer an objection after they have listened to the full debate.'

## **Meeting Agenda**

1. To receive and accept Apologies of Absence.

If you are unable to attend on Tuesday 16 April 2019 could you please email [clerk@lostwithieltowncouncil.gov.uk](mailto:clerk@lostwithieltowncouncil.gov.uk) with your apologies before midday on 16 April. 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. 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 meeting held on 2 April 2019 having previously been circulated and taken as read.

Please see separate document.

5. Planning applications – to consider any planning applications received since the publication of the agenda.

6. Play area inspections – to consider the annual RoSPA inspections.
7. Community Governance Review – to agree Lostwithiel Town Council’s response to this consultation.

Please refer to the emails forwarded on 12/3/19 at 12.16 and 27/3/19 at 16.40.

8. Cornwall Council Housing Supplementary Planning document – to agree Lostwithiel Town Council’s response to the consultation on this document.

Please refer to the email forwarded on 9/4/19 at 10.30 for links to the CC document

9. NHS Kernow – to consider if the Town Council wishes to accept the offer received to attend a Council meeting to deliver a presentation regarding the review of community services in the Fowey area.

Please refer to the email forwarded on 9/4/19 at 11.02

10. Annual Budget – to resolve to carry forward earmarked reserves.
11. Coulson Park – to consider the request from Councillor Anders that the Council considers further parking areas in Coulson Park.

Agenda item requested by Cllr Anders  
Further parking areas in Coulson Park.

The ground a short distance inside the entrance to Coulson Park has been used as an unofficial car park for many years & together with the ground opposite (outside/alongside the water treatment works) is now a dreadful mess & an eyesore.

I would like to see the Council as a whole take more responsibility for this area & agree to have a consultation undertaken to look into the possibility & cost of putting into place proper hard standing parking spaces.

As custodies of this park I feel the time has come for the Council to be doing more to make better and safer parking arrangements that will in turn benefit those using the park & others who park there & then go into town.

12. Annual Parish meeting – to note that the Annual Parish Meeting will be held on Tuesday 21 May in the Church Rooms Lostwithiel at 7pm and to consider if the Council wishes to change the format of the meeting given that feedback received last year was that it was only attended by the people invited to address the meeting.

13. Erection of Cobra system – to consider the explanation from Lost in Song.

Hi Sandra

Thank you for your email and to the council for their generous support and I will ask Jason to invoice for that amount,

The cobra system enables us to hang lights and bunting in the trees without damaging the trees, it is like an expandable belt that grows with the tree and will make things much, much safer longer term and kinder to the trees and the environment because we won't be using so many cable ties. The straps, which would be permanent can be put at more appropriate levels taking the lights and bunting up a bit higher so they do not sag with the weather and over the season. The cobra system can stay up, also reducing the need to keep rigging the

same support structure. Long term it has been suggested that we put in some wires, that also stay in long term so that we just clip the lights and flags to the wires, again making everything safer and reducing effects of the weather on the bunting and lights. Perhaps this is something we look at next year along with some additional festoon in that area that can be used throughout the year and at special events. Similar to the lights along the promenade in Penzance and other places of note.

The schedule of works continued because it had been booked in for weeks and we knew that, if the council did not have the funds to support this final part of the RDA project, we could extend our overdraft. We had to keep to the strict deadlines laid out in the RDA agreement otherwise we would have been fined by the RDA, reducing the final amount we could claim by £1300.00

We have just submitted the final claim and I will be in touch with a full report about what we have available for the community to use, who to contact and the situation regarding the power supply from the coop, which is secured inside the shed and switched off and on at the main circuit board in the coop

With regards to the shed, am I right in thinking this is covered under the town council insurance? We are negotiating the contents insurance at the moment

14. Litter posters – to consider the request from Mayor Jarrett that the Council covers the costs circa £200 to have made temporary and permanent copies of the final posters.
15. Councillor emails - to approve the annual cost for the lostwithielcouncillors address.
16. Lostfest 2019 – to consider the request received to reserve 5 parking places in the North Eastern edge of the Cattle Market car park for Lostfest officials and performers whilst they unload their instruments for storage in the Oasis centre.



17. Nomansland Marigolds – to consider the annual request to purchase marigolds for the road verge flower bed.

18. Accounts & Finance

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101178	Cornwall ALC Ltd	Councillor	£150.00

		Hensman training	
101179	Cornwall Council	Online DBS set up fee	£48.00
101180	Biffa	Cemetery bin charge	£35.81
101181	Clarity Copiers Ltd	Copy charges	£117.68
101182	SLCC	Clerk's annual membership fee	£273.00
101183	Mrs S Harris	Reimbursement Procurement training course fee	£85.00
101184	Cornwall Council	Rates	£13,023.54
101185	Arb-sense Ltd	Crown lift Parade trees	£486.00
101186	Cornwall Electrics Ltd	Supply and fix replacement light fitting	£60.00
101187	Outdoor Play People	Pendour Park Vat on deposit	£1,776.50
101188	Mrs P Jarrett	Prize voucher	£20.00
101189	Mrs K Henderson	Parade planting	£23.89
101190	Palace Printers	Replacement cheque for original 101128	£105.00
101191	Penhaligons	Library newspapers	£24.30
101192	Biffa	Toilet cleaning and bin emptying skate park & Rosehill	£1,586.91
101193	Complete Office Solutions Ltd	Stationery	£72.85
101194	Rospa	Annual inspection fees	£411.00
101195	Westernweb	Annual fee web space content	£80.40



		management and email service for NP website	
101196	Phoneta Business Ltd	Lone worker service	£12.00
101197	Viking	Library meeting tables & new filing cabinet	£1,155.60
101198-201	Salary related expenses	Salary related expenses	3489.04
		Total	£23,036.52

19. Notices

20. Items for the next agenda and to note written notice of the wordings of any motions for the Council meeting to be held on 07 May 2019 are to be received by the Town Clerk by midday on Tuesday 30 April 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.

21. DBS checks – to consider the advice obtained by the clerk.

22. Staffing Committee – to consider approval of the recommendations to full Council.

*S Harris*

Mrs S Harris

Town clerk

Lostwithiel Town Council  
10 April 2019