

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

**01208 872323**

**[clerk@lostwithieltowncouncil.gov.uk](mailto:clerk@lostwithieltowncouncil.gov.uk)**

Dear Councillor,

Councillors are hereby summoned under the Local Government Act 1972 Sch. 12 para 9 to attend an Extraordinary Meeting of Lostwithiel Town Council to be held at Lostwithiel Library on Tuesday 28 May 2019 commencing at 7.00pm when the following business will be transacted.

*S Harris*

Mrs S Harris  
Town Clerk  
22 May 2019



**Lostwithiel Town Council Extraordinary Meeting  
will be held at Lostwithiel Library  
on Tuesday 28 May 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 Hughes 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

**Meeting Agenda**

1. To receive and accept Apologies of Absence.

If you are unable to attend on Tuesday 28 May 2019 could you please email [clerk@lostwithieltowncouncil.gov.uk](mailto:clerk@lostwithieltowncouncil.gov.uk) with your

apologies before midday on 28 May. Thank you to 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 7 May 2019 having previously been circulated and taken as read.

Please see separate document.

5. Heritage Buildings Committee Introduction – to explain to Council the purpose of this extraordinary meeting.
6. Physical visit to the buildings – to experience the significance of the Heritage Assets.
7. Edgcumbe Heritage Strategic Action Plan Presentation – to summarise the key findings and recommendations in the Plan.

8. Presentation on the preparatory work undertaken by the Committee – to explain the potential and the opportunities identified.
9. Questions & Answers regarding the presentations and the plan – an opportunity to ask questions to the Heritage Buildings Committee members
10. Summary of the proposed project – to consider a final overview of the project.
11. Edgcumbe Heritage Strategic Action Plan – to resolve to accept the findings and recommendations of the Edgcumbe Heritage Strategic Action Plan and to authorise the Heritage Buildings Committee to proceed with the immediate actions outlined on pages 21 & 22 of the Plan.

Please see separate document.

12. To consider planning applications
  - a) PA19/03463 Kingfishers Reach 8 River Fowey Retreat Cott Road Lostwithiel Cornwall PL22 0HQ  
Erection of a garage and attached workshop and woodstore. Removal of French doors and installation of bi-fold doors to the rear elevation.

No comments.

<http://planning.cornwall.gov.uk/online-applications/applicationDetails.do?activeTab=documents&keyVal=PQF3HEFG1OU00&prevPage=inTray>

- b) To consider any planning applications received since the publication of the agenda

13. Mayor Making Ceremony & Annual Civic Service – to consider provisional arrangements for Sunday 14 July including the appointment of new Parade Master.
14. Car Park potholes – to authorise the purchase of a sufficient quantity of bagged tarmac to accept Councillor Guiterman’s offer to fill car park potholes.
15. Accounts & Finance – to approve payment of the cheques as listed

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101219	Clarity Copiers	Copy charges	£74.48
	Complete Business Solutions	Stationery	£80.52
101220			
101221	Cormac Solutions	Sexton duties	£397.66
	Cornwall Electrics	Periodic building electrical inspections	£1,176.00
101222			
	Phoneta	Lone worker service	£12.60
101223			
	S Harris	Stamps & BOBB refreshments	£86.36
101224			
		<b>Total</b>	<b>£1,827.62</b>

16. Items for the next agenda and to note written notice of the wordings of any motions for the Council meeting to be held on 2 July 2019 are to be received by the Town Clerk by midday on Monday 24 June 2019.