



**Lostwithiel Town Council Meeting  
will be held at Lostwithiel Library  
on Tuesday 16 July 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

- 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 meeting held on 2 July 2019 having previously been circulated and taken as read.

5. To consider planning applications

- a) PA18/08552 Land West of Uzella Park Lostwithiel  
Outline application for residential development of up to 7 dwellings to include details of access with all other matters reserved.
- PA19/05309 Barclays Bank Flat, 17 Queen Street, Lostwithiel  
Proposed conversion of first floor flat and loft space to form two separate apartments together with provision of roof lights and the demolition of a chimney in the roof.
- PA19/05809 Staplehurst Hillside Gardens Lostwithiel  
Proposed dining room extension with internal alterations.

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

6. Cornwall Council Consultation – Planning for Coastal Change Chief Officer Planning Advice Note – to approve Lostwithiel Town Council’s response to this consultation.
7. Cornwall Council Consultation – Polling Districts and Polling Places Review – stage 2 consultation - to approve Lostwithiel Town Council’s response to this consultation.
8. Cornwall Council Consultation – Street Trading Review – to consider if Lostwithiel Town Council wishes to comment on the draft revised policy.
9. Climate Emergency – to consider the following:-
  - a) Declaring a climate emergency
  - b) To agree to work with Cornwall Council to assist them with their declaration to make Cornwall carbon neutral by 2030
  - c) To continue to consider the environmental impact when making decisions and renewing policies.
10. Community Network Panel Year 2 Highways submissions – to agree the Council’s submission.
11. National Association of Local Councils (NALC) – to agree a response to the request received for further information regarding the precept increase.
12. Electrical Inspection Reports – to consider authorising the clerk to contact alternative contractors for quotations for the remedial works
13. Lostwithiel Councillor webmail – to consider if Lostwithiel Town Council wishes to accept the recommendation of the IT adviser and make a policy decision which asks all Councillors

to access their Lostwithiel Town Council email accounts via webmail which is secure and GDPR compliant.

14. Council Honours/recognition policy – to receive a further update from the task and finish group
15. Mr Crago – to further consider the request to plant a tree on the verge outside Lostwithiel School on Saturday 7 or Saturday 14 September
16. CNA SOS – to consider approving the Volunteer policy as drafted (Volunteer Policy is a Cornwall Council supplied template)
17. Town benches – to consider the following: -
  - a) purchasing some wood stain
  - b) asking a contractor to replace some missing/damaged wooden strips on some of the benches.
18. High Street Heroes Shed – to consider granting permission for the siting of an 8ft x 6ft shed on the Parade behind the existing shed
19. Second Island – to consider the timing of the vegetation cutting.

20. Accounts & Finance

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101254	Biffa	Cemetery bin	£87.41
101255	Clarity Copiers	Photocopy charges	£21.24
101256	Cornwall Council	Rates	£378.07
101257	Penhaligons	Library newspapers	£37.95
101258	K Hill & Partners Ltd	Grass cutting	£3806.40

101259	Lerryn Area Minibus Association	Beating of the Borough Bounds	£87.00
101260	Outdoor Play People	Pendour stage payment	£6395.40
101261	WesternWeb Ltd	Annual renewal webspace, content management licence and email services	£138.00
101262	T Hughes	New padlock & plates and cups for Mayor Making	£60.27
101263	P Jarrett	Marigolds, refuse bag holders & waterproof posters	£64.84
101264	S Harris	JCT contract papers, stamps, tape measure, milk & sticker signs	£227.31
101265	HAGS SMP	Replacement cheque 101094	£2,445.00
		Total	£13,748.89

21. Notices

22. Correspondence

23. Items for the next agenda and to note written notice of the wordings of any motions for the Council meeting to be held on 6 August 2019 are to be received by the Town Clerk by midday on Friday 26 July 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. Staffing – to consider the recommendation from the Staffing Committee that the Administration Assistant’s hours are permanently increased by 2 hours per week with effect from 01 July 2019.

*S Harris*

Mrs S Harris  
Town clerk  
10/07/2019