



**Lostwithiel Town Council
Tuesday 4 June 2019**

Meeting Minutes

A meeting of the Town Council was held in Lostwithiel Library on Tuesday 4 June at 7pm.

Councillors Present

Mayor Hughes, Deputy Mayor Ross
Councillor Anders, Councillor Clarke
Councillor Guiterman, Councillor Henderson
Councillor Hensman, Councillor Mrs Jarrett
Councillor Jarrett, Councillor Lindley,
Councillor Morgan & Councillor Risner.

In attendance

Three members of the public were in attendance
Town Clerk Mrs Harris was in attendance

051/19 Apologies of Absence.

Apologies for absence were received and accepted from
Councillor Beedell, Councillor Duffin, Councillor Hatton &
Councillor Sweeney.

052/19 Declarations of Interest

Deputy Mayor Ross declared non-registerable Interests in agenda items 3 Public Participation, 15 Cattle Market car park devolution & 21 Wombwell Homes new dog bin.

Councillor Guiterman declared a pecuniary interest in agenda item 23 Accounts & Finance

Councillor Morgan declared a non-registerable interest in agenda item 3 Public Participation.

053/19 Public Participation

Deputy Mayor Ross and Councillor Morgan having previously declared non-registerable interests left the meeting room.

The Council was addressed regarding the following:

A prospective planning application for 38 Uzella Park.

Deputy Mayor Ross and Councillor Morgan re-joined the meeting.

The Council was also addressed regarding planning application PA19/04264 Land opposite Tanhouse, Tanhouse Road Lostwithiel.

054/19 Minutes 28 May 2019

It was **resolved** that the minutes dated 28 May 2019 are accepted, approved and duly signed by Mayor Hughes.

055/19 Planning Applications

- a) PA19/04264 Land opposite Tanhouse, Tanhouse Road
Lostwithiel
Proposed new access

It was **resolved** to support this application as the proposed new access will improve safety for vehicles leaving the site.

- b) None

056/19 Play Area Inspections

It was noted by Council that there were no new issues to report.

057/19 Internal Audit year end 31 March 2019

It was **resolved** to accept the Internal Audit report and to implement the recommendation.

It was requested that the minutes note a vote of thanks to the clerk.

058/19 Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2018/19 Part 3 – Section 1 Annual Governance Statement

It was **resolved** to approve and authorise the signature of Section 1 Annual Governance Statement 2018/19.

It was requested that the minutes note thanks to the clerk for the fastidious approach to Council finance.

059/19 Local Councils, Internal Drainage Boards and other Smaller Authorities in England Annual Governance and Accountability Return 2018/19 Part 3 – Section 2 Accounting Statements

It was **resolved** to approve and authorise the signature of Section 2 Accounting Statements 2018/19.

060/19 Lostwithiel Rotary 2019 Carnival programme

It was **resolved** to instruct the clerk to advise Rotary that the Council agrees in principle to the excellent list of proposed events subject to the receipt of the necessary paperwork.

061/19 Lostwithiel Rotary Fireworks display

It was **resolved** to approve the use of the King George V playing field for fireworks on Saturday 20 July events subject to the receipt of the necessary paperwork.

062/19 Community Governance Review

It was agreed to the request from the task and finish group to defer this agenda item to the next Council meeting.

063/19 Cornwall Council Dogs on Beaches Pre-engagement letter

It was **resolved** to suggest to Cornwall Council that they may wish to consider harmonizing arrangements across Cornwall so that the restrictions on beaches are from Easter until 30 September.

064/19 Cornwall Council Road Safety & Community Speed Engagement Event

The joint report from Councillors Henderson & Morgan was noted by Council.

065/19 Cattle Market car park devolution

Deputy Mayor Ross having previously declared a non-registerable interest left the meeting room.

The report from Councillor Mrs Jarrett was noted by Council.

Deputy Mayor Ross re-joined the meeting.

066/19 Electrical Installation Condition Reports

Councillor Risner left the meeting.

It was **resolved** to instruct the clerk to obtain quotations for all the remedial works specified and to further instruct the use of the condition reports as the pricing specification.

It was decided that whilst Council will continue to allow the Heritage Walks to visit the building it will not allow the hire of the Guildhall for

events or functions until after the remedial works have been undertaken.

067/19 Cornwall Council Lostwithiel Library Temporary lights

It was **resolved** to instruct the clerk to ask Cornwall Council to rearrange both sets of currently disconnected lighting so that it shows to best effect the ceiling and rafters and provides sufficient lighting for the office. The clerk was further instructed to ask Cornwall Council Property if Cornwall Council Listed Building team are in agreement with their current proposal and it does rather inhibit the view of the beams and rafters and does not offer, as previously, any uplighting.

068/19 Library alarm system

It was **resolved** to approve the costs to monitor and maintain the library intruder alarm currently in situ.

069/19 Cormac Burial Agreement

It was **resolved** to approve the required increases to Lostwithiel Town Council's Cemetery Fees 2019 and to authorise the clerk to sign the Cormac Burial Agreement for the period 01/05/2019-30/04/2020 on behalf of the Council.

070/19 Parade shed

The exchange of correspondence between the Town Council office and the Council's insurers was read to Council by the clerk.

It was **resolved** to take up Really Lovely Projects offer to erect fencing either side of the new shed to restrict access to the rear of the shed.

071/19 Wombwell Homes – The Yard Dog Bin

Deputy Mayor Ross having previously declared a non-registerable interest left the meeting room.

It was **resolved** to instruct the clerk to thank Mr Wombwell for his letter and to advise him that if he provides a bin for the residents, he will also need to pay for the bin to be emptied.

Deputy Mayor Ross re-joined the meeting.

In accordance with Standing Order 1a Mayor Hughes used his discretion to change the order of the items on the agenda.

072/19 Accounts & Finance

Councillor Guiterman having previously declared a pecuniary interest in this agenda item left the meeting room.

Cheque Ref	Payee Name		Amount Paid
101225	Biffa	Cemetery waste bin	£35.81
101226	Cumbria Clock Company	Clock service	£162.00
101227	Cheque destroyed		£0.00
101228	K Hill & Partners Ltd	Fallen tree, stumps & allotment clearance	£1,461.60
101229	Nicholsons	Toilet paper & bleach	£30.54
101230	South West Water Ltd	Edgcumbe House water	£65.07
101231	Westernweb	Lostwithiel Councillors domain	£100.80
101232-235	Salary related expenses	Salary related expenses	£3,606.31
101236	Cornwall Council	Road closure fee	£47.00
101237	D Guiterman	Bags of tarmac	£22.27
101238	T Clarke	System timeout	£74.40
		Total	£5,605.80

The clerk circulated to Council members a revised list for payment which now included cheques 101236-101238.

It was **resolved** to pay cheques 101225, 101226 & 101229-101238.

It was further **resolved** to instruct the clerk to request a more detailed breakdown of the charges relating to the fallen tree in Coulson Park and to defer payment of cheque number 101228 until Council had the opportunity to consider the response received.

Councillor Guiterman re-joined the meeting.

073/19 Noxious Weed Control

Councillor Guiterman advised the meeting that in his experience it was best to treat Japanese Knotweed once a year in August.

It was **resolved** to instruct the clerk to obtain a price from an alternative contractor to treat both the Knotweed and Himalayan Honeysuckle.

074/19 Correspondence

It was **resolved** to instruct the clerk to thank Cornwall Pride for notification of their event and to advise them that normally users of the field are asked to complete the Hire of Town Council Land application. Whilst given the timeframe this is not going to be possible in this instance the Council would be grateful if Cornwall Pride could please read through the document to ensure that their visit to comply with the terms therein. The clerk was also instructed to advise the event organisers that vehicle access to King George V playing field will not be available.

Cornwall Rugby Civic Reception – Mayor Hughes advised Council that regrettably he is unable to accept the invitation to Cornwall Council's Civic Reception for the Cornwall Rugby team. It was agreed that

Councillor Henderson and Councillor Hensman would represent the Mayor at this event.

075/19 Notices

Mayor Hughes checked with Council that members did not have any objections to the flag being erected on the Parade to mark the D-Day anniversary on 6 June.

076/19 Items for next agenda

None

The meeting closed at 8.45pm

Chairman

Date