



**Lostwithiel Town Council Meeting
will be held at Lostwithiel Library
on Tuesday 15 October 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 01 October 2019 having previously been circulated and taken as read.
5. To consider planning applications
 - a) PA19/08275 Foyle Rose Hill Lostwithiel
Replacement of existing glass roof structure attached to front elevation with a new sun room extension with slate roof. Replacement of existing flat roof and glass roof extension at rear with new pitched slate roof and glass roof extensions, replacement windows and roof window.
 - PA19/08757 34 Uzella Park Lostwithiel
Tree works to Sycamores at end of Gardens of 34 and 35 Uzella Park within a conservation area overhanging Road, Council have asked for hedges to be cut back. Sycamore on top of hedge showing signs of rot and undermining roots making trees unstable.

- b) To consider any planning applications received since the publication of the agenda
6. Remembrance Sunday 10 November 2019 –
 - a) to approve arrangements
 - b) to authorise a donation to the Royal British Legion for the wreath (2018 - £120)
 - c) to consider the offer received from Cornwall Volkswagen Owners Club of a 'Lest we forget' Remembrance bench.
 7. The Parade – to consider the request received to scatter ashes in the Parade and to allow a plaque to be placed on one of the benches annotated 'In Loving Memory of who loved this place.
 8. Coulson Park – to consider the request received to plant a memorial tree and site a memorial bench within Coulson Park.
 9. VE Day working party – to consider the drafted programme to mark the 75th anniversary of VE Day in May 2020.
 10. Cornwall Council Speed Monitoring A390 Liddicoat Road Lostwithiel – to consider the request from Cormac to supply an annotated map of the Town Council's preferred locations.
 11. Pendour Park –
 - a) to consider, on the recommendation of Councillor Guiterman, that Mr Read is asked to treat the tree stumps in the play area with a non-toxic root killing compound.
 - b) to arrange for the edge of the play area site to be planted in accordance with the Pocket Park application namely ' with a mixture of herbs and shrubs which are of benefit to wildlife and which include a range of plants which engage

the senses, to meet the needs of those who have specific sensory deficits and which will also enhance the experience of others of all ages. The planting will include trees that blossom and provide fruit for birds and people’.

- c) Sustaining delivery – to note that applicants are expected to: -
- (i) Ensure they have in place a robust maintenance and sustainability plan
 - (ii) Apply for and achieve the Green Flag Community Award within the 2019 or 2020 judging rounds and maintain that for at least 5 years
 - (iii) Secure the pocket park for the future by registering it as an Asset of Community Value and under Local Greenspace Designation
 - (iv) Develop links with the local/regional Friends of Parks Forum www.natfedparks.org.uk

12. Quay Street – to consider the request received for consent to lay a gas pipe across land owned by the Town Council.

13. Lostwithiel Town Council trees –
- a) To authorise the drafting of a tree safety policy by Land & Heritage to establish the risk categories for each of the Council owned assets, the tree inspection frequency required and an extreme weather policy. (Estimate £500 plus VAT)
 - b) To authorise the annual tree inspection which will identify any work required but not provide a specification of works for tree surgeons (Estimate £1440 plus expenses plus VAT)

14. Fire extinguishers – to note that the annual report advises that the detector heads are all past the manufacturers recommended replacement dates.
15. Edgcumbe House tender – to consider the request from one prospective tenderer to reduce the Professional Indemnity Insurance level from £2,000,000 to £1,000,000.
16. Castle Hill Cemetery – to authorise a new gateway in the existing post and rail fence to facilitate the movement of soil.
17. Lostwithiel Town Council 2020-2021 Budget – to formulate a list of projects and their anticipated financial requirement to be included in the first draft of the 2020-2021 budget.
18. Councillor new email system – to review in accordance with minute reference **114/19** the system.
19. Delegation to the Town Clerk – to consider approval of the revised policy as drafted
20. Accounts & Finance –
 - a) to approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101320	Biffa	Toilet cleaning & Cemetery bin	£1145.98
101321	Clarity Copiers	Photocopying	£48.58
101322	Cormac Solutions	Cleaning	£416.70
101323	D Guiterman	Soil improver, buckle tie & root grow	£12.93
101324	K Hill & Partners Ltd	Grass cutting	£759.60
101325	Phoneta	Lone worker	£12.60

		service	
101326	Reach Publishing Services Ltd	Cornish Guardian advert	£139.20
101327	PKF Littlejohn LLP	External Audit	£720.00
		Total	£3,255.59

21. Correspondence – to receive details of and consider correspondence including invitations received.
22. For information – to include an update on any meetings or training attended by Members of Officers as representatives of the Town Council and future dates for the diary.

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.

23. Devolution of the Cattle Market car park – to consider the information received and agree a response to Cornwall Council.
24. Staffing Committee recommendations – to consider approval of the recommendations as drafted.

S Harris

Mrs S Harris
Town clerk
09/10/2019