

## **LOSTWITHIEL TOWN COUNCIL**

A Meeting of the Town Council was held in the Guildhall on Tuesday 9 June 2015 at 7pm.

### **Councillors present**

Mayor Mrs Jarrett, Deputy Mayor May,  
Councillor Abbiss, Councillor Brewer,  
Councillor Gillett, Councillor Hensman,  
Councillor Hughes, Councillor Jewels,  
Councillor Mrs Parsons, Honoured Burgess Peareth,  
Councillor Robson, Councillor Watkins  
& Councillor Mrs Wilkinson

### **In attendance**

Town clerk Mrs Harris

Four members of the public were in attendance

### **063/15 PUBLIC PARTICIPATION**

The Council was addressed regarding Cornwall Council's Library consultation.

### **064/15 APOLOGIES FOR ABSENCE**

Apologies for absence were received and accepted from the following Councillors:-  
Councillor Guiterman, Honoured Burgess Jones & Councillor Mrs Ross.  
(Councillor Hensman had advised the office that he may be late arriving.)  
Apologies were also received from Cornwall Councillor Bay.

### **065/15 DECLARATIONS OF INTEREST**

The clerk advised Council that she had received a written dispensation request from Councillor Guiterman regarding Lostfest. The clerk further advised that as Proper Officer to the Council and in accordance with Standing Order 14e the dispensation has been agreed until either Councillor Guiterman ceases to be a Lostwithiel Town Councillor or until the Annual Meeting after the next local Council Elections currently scheduled for 2017.

Deputy Mayor May and Councillor Jewels both declared a non-registerable interest in planning application PA15/03886 7 Coffa Bridge Close Lostwithiel.

### **066/15 POLICE REPORT**

Mayor Mrs Jarrett read the May monthly crime report to Council. For the period 01/05/2015 – 31/05/15 there were two other theft crimes, one anti-social behaviour incident, two recorded crime incidents, eight public safety incidents and five transport incidents.

### **067/15 CORNWALL COUNCILLOR REPORT**

None received.

### **068/15 MINUTES 19 MAY 2015**

The minutes of the meeting dated 19 May 2015 were accepted, approved and duly signed by Mayor Mrs Jarrett. Proposed Councillor Hughes seconded Councillor Brewer. This proposal received the support of the Council.

## 069/15 ANNUAL TOWN MEETING DRAFT MINUTES

It was proposed by Councillor Robson and seconded by Deputy Mayor May that Lostwithiel Town Council approves the Annual Town Minutes for accuracy subject to the clerk amending all references to PCSO Phillips to PCSO Merrikin. This proposal received the support of the Council.

## 070/15 LOSTWITHIEL TOWN COUNCIL COMMUNITY RESILIENCE

### a) Flood Plan – to receive an update

Councillor Mrs Ross's written report was read to Council:-

#### ***Flood Sax Pilot Project***

*Following the extension of a week for residents of the pilot area to return declarations, we now have 9 replies and have verbal confirmation of another property who will return documentation to us within the next 7-10 days. This gives us a total of 10 properties and one empty leaving just one property not to respond. I would therefore like to ask the council to approve using the Park Road/Lesley Terrace as the pilot area and ask that we proceed to purchase the flood sax required and arrange a meeting with the residents to go through the use of the sax's.*

#### ***Flood Plan***

*We are still waiting for confirmation from EA for new training dates.*

*Following the article in the Cornish Guardian, I have received interest from two members of the public to become Flood Wardens. I will contact these people once we have a date for training.*

It was proposed by Honoured Burgess Peareth and seconded by Councillor Robson that Lostwithiel Town Council authorises Councillor Mrs Ross and Honoured Burgess Peareth in liaison with the clerk to calculate the number of sacks and gel packs to be purchased and purchase these products up to the maximum limit of the CCFF grant. This proposal received the support of the Council.

### b) Neighbourhood Development Plan

#### (i) To receive an update

Councillor Gillett explained the collated information to Council:-

1. The need to fix the Neighbourhood Plan period which could be 2030 to correspond with the Cornwall Local Plan
2. Publicising the plan process the need to demonstrate extensive public consultation and involvement.
3. Financing the plan e.g. applying for grants
4. The importance of the collection of evidence
5. The need to expand the size of the working party

Councillor Gillett also highlighted the question on the initial pages of the grant application form regarding 'high growth areas'. It was proposed by Councillor Robson and seconded by Councillor Mrs Parsons that based on the information made available Lostwithiel should not be considered a high growth area. This proposal received the support of the Council.

Councillor Gillett further advised that the plan may wish to consider housing evidence/need.

Councillor Hensman joined the meeting.

#### (ii) To authorise Councillor Gillett to complete the grant application form and to formally approve the grant amount.

It was proposed by Councillor Robson and seconded by Councillor Jewels that Lostwithiel Town Council authorises Councillor Gillett to complete the Neighbourhood Plan grant application for a maximum of £4,000 for the initial six month period. This proposal received the support of the Council.

The clerk was asked to ensure that increasing the size of the Neighbourhood Plan working party is an agenda item for the next Council meeting.

## 071/15 PLANNING DECISIONS

PA15/02177

Woodclose North Street Lostwithiel

Application for Listed Building Consent to replace front door and surround. – *Approved*

PA15/03816

Treave 6 Carbis Lane Lostwithiel

Application for notification of proposed works to trees in a conservation area – reduce height by half of 15 ash saplings growing out of hedge at end of garden which are currently casting shade on the garden and also on solar panels. – *Decided not to make a TPO*

## 072/15 PLANNING APPLICATIONS

a) PA15/04295

Land opposite the Restormel Lodge Hotel Lostwithiel  
Construction of a 3 bedroomed dwelling and integral parking.  
Previous planning permission granted PA12/01257.  
*It was proposed by Councillor Robson and seconded by Honoured Burgess Peareth that Lostwithiel Town Council does not support this application. The Town Council considers the size of the development is inappropriate for the size of the plot. The proposed development would be in close proximity to 2 Castle Hill and windows would overlook the property opposite. The proposed development would block visibility of the highway when existing Castle Hill and an existing access has been blocked and an unofficial access has been made for vehicle entrance. This proposal received the support of the Council.*

PA15/03886

7 Coffa Bridge Close Lostwithiel

Deputy Mayor May and Councillor Jewels having both previously declared non-registerable interests in this application left the meeting room.

Application for works to TPO trees namely reduce 2 beech trees and 1 oak tree, fell 1 popular and crown raise one popular and group of multi stem beech.

*It was proposed by Honoured Burgess Peareth and seconded by Councillor Robson that Lostwithiel Town Council agrees with the comments of Cornwall Councillor's Tree Officer loaded onto the Cornwall Council website on Wednesday 27 May 2015. This proposal received the support of the Council.*

Deputy Mayor May and Councillor Jewels rejoined the meeting.

PA15/03948

Land adjacent to Royal Talbot Duke Street Lostwithiel  
Construction of dwelling together with re-arrangement of car park.  
*It was proposed by Councillor Watkins and seconded by Councillor Robson that Lostwithiel Town Council does not support this application. The Council considers that the proposed development is not in keeping with the current street scene and that the proposed parking provision for the flats is inadequate and will further exacerbate the lack of parking in the town which is already a serious issue for emergency vehicles. This proposal received the support of the Council*

b) None.

## 073/15 PLAY AREA INSPECTIONS

Council considered the play inspection reports received dated 14 & 28 April & 12 May 2015.

## 074/15 CORNWALL COUNCIL LIBRARY CONSULTATION

## (i) Working party report

Councillor Gillett presented a brief outline of progress to Council

## (ii) Drafted Consultation response

It was proposed by Councillor Robson and seconded by Honoured Burgess Peareth that Lostwithiel Town Council's response is as follows:-

*As a Council we are opposed to the massive budget cut proposed by Cornwall Council to the Library and 'One Stop Shop' services. In our view this size cut can only diminish massively the benefits that many local people gain from these services. Libraries especially are at the hub of many of our communities, not all Council services can be quantified in pounds and pence.*

*We welcome the fact that Cornwall Council has undertaken not to close any existing library branches, but express our concern that possible business models for a future service must be submitted before the consultation period ends. To us this suggests that decisions are already formulated and much of the public response may not be considered in depth.*

*Cuts on this scale will almost inevitably result in substantial staff redundancies. These will be tragic both for the individuals concerned and for the service as a whole because of the loss of experience, qualifications and knowledge.*

*In considering the two models offered by Cornwall Council for the future of libraries, neither offers a very satisfactory solution, we would only urge Cornwall Council to ensure that the management and operation of the Library service remains within Cornwall, whichever choice is made.*

*Lostwithiel Town Council is of the view that we don't have the money or the staff to directly take over our local library. However we are prepared to investigate whether or not a community based bid might be put together for the future management of Lostwithiel Library.*

*We have encouraged all residents that have contacted the Town Council regarding Cornwall Council's Library service to participate in your consultation and we ask that Cornwall Council keeps all Town & Parish Councils informed of progress.*

This proposal received the support of the Council.

## 075/15 STAFFING COMMITTEE VACANCIES

Three Councillors wished to be considered for the 2 vacancies available namely:-

Councillor Guiterman, Councillor Hensman & Councillor Mrs Parsons.

A written ballot was conducted and the two successful Councillors were declared as Councillor Guiterman and Councillor Mrs Parsons.

## 076/15 EDGCUMBE HOUSE

## (i) Working party minutes dated 26 May

The working party minutes read as follows:-

***Edgcumbe House Working Party  
Minutes of meeting held Tuesday 26<sup>th</sup> May 2015***

***Attendees: Mayor Mrs Jarrett, Deputy Mayor May, Councillor Watkins, Councillor Gillett, Councillor Mrs Parsons, Councillor Mrs Ross***

***John Scott, Caroline Yates, Kat Smith, Peter Turner, Linden Blake, Mark Pearson***

***Apologies: Josie Childs***

***Funding***

*The meeting discussed the funding options, but agreed that until a long term use/vision for the building was decided that funding would be difficult and that it working party would work on a recommendation to LTC for the possible use long term.*

### *Long Term Use/Vision*

*The following options were tabled*

- 1) Offices*
- 2) Community Building*
- 3) Visitor attraction*

*Each option were discussed with following comments:*

- 1) Offices – the meeting felt that the offices would need to be updated to a high standard to ensure the property was able to cover the running costs in the future*
- 2) Community Building – As Lostwithiel had many community buildings already established (Community Centre, Scout Hut, Drill Hall) to was felt that by using it as a community building it could affect the other buildings*
- 3) Visitor attraction – this could include the Guildhall and could focus on one area of History, e.g. Duke's of Cornwall. This could be worked on with the Museum. An issue of charging was raised as this could be off putting, especially to families.*

*Multiple use seem to be a better option with offices at the top and maybe some sort of attraction on ground and first floor.*

*The meeting all agreed that the working party should focus on reporting back to LTC the long term use/vision of the building. All agreed to meet on 8<sup>th</sup> July 2015 as a workshop to work through the processes and then prepare a report to go back to LTC.*

*Meeting agreed to invite other organisations to the next meeting.*

*Lostwithiel Museum - KR*

*Business Forum – CY*

*Surveyor – PW*

*Business Group – KS*

*Lostwithiel Town Council – PJ/VM/PW/GP/IG/KR*

It was proposed by Councillor Watkins and seconded by Councillor Mrs Parsons that these minutes are accepted as an accurate record of the Edgcumbe House working party meeting. The minutes were acknowledged by Council.

(ii) Update

No further update was available.

### 077/15 PUBLIC TOILETS

It was proposed by Mayor Mrs Jarrett and seconded by Deputy Mayor May that this agenda item is moved to closed session due to the letter received from the Council's solicitor immediately prior to the meeting. This proposal received the support of the Council.

### 078/15 GRASS VERGE CUTTING

The Council considered the exchange of emails between a local resident and the town clerk. It was proposed by Mayor Mrs Jarrett and seconded by Councillor Mrs Parsons that the clerk is instructed to advise the resident that the Town Council cannot take any action as the grass verges are the responsibility of Cornwall Council. Lostwithiel Town Council's view is that the current arrangements are potentially dangerous for both pedestrians and traffic and the Town Council would like to suggest that the resident may wish to contact Cornwall Councillor Bay. This proposal received the support of the Council.

### 079/15 COULSON PARK PASSING PLACES

It was proposed by Councillor Jewels and seconded by Councillor Watkins that the clerk is instructed to contact Cornwall Council to advise that the Town Council would like to work with Cornwall Council to construct a suitable vehicle passing place in Coulson Park. This proposal received the support of the Council. It was further suggested that the passing place will need to be signed as a passing place.

### 080/15 LAND KNOWN AS THE ISLAND

It was proposed by Mayor Mrs Jarrett & seconded by Deputy Mayor May that the Council accepts Councillor Brewer's offer to take some photos which should be sent for information purposes by the clerk to Cornwall Council Highways, Environment Agency and Fowey Harbour Commissioners. This proposal received the support of the Council.

081/15            ACCOUNTS & FINANCE

It was proposed by Councillor Robson and seconded by Honoured Burgess Peareth that the actions of the clerk are endorsed with reference to cheque number 100316 payable to David Reynolds Building Services regarding the Guildhall. This proposal received the support of the Council.

It was further proposed by Deputy Mayor May and seconded by Honoured Burgess Peareth that cheques numbers 100311-100319 totalling £4238 are authorised for payment. This proposal received the support of the Council.

082/15            CORRESPONDENCE

The clerk advised that no further correspondence has been received in addition to items previously circulated.

083/15            NOTICES

Full Council Tuesday 23 June 2015 7pm

084/15            ITEMS FOR NEXT AGENDA

World War II working party update

The meeting closed at 10.10pm

Chairman

Date