



Lostwithiel Town Council

Tuesday 21 March 2017

Public Participation

The Council was addressed regarding the following: -

The re-opening of Lostwithiel Community Centre and the provision of an outreach Post Office service for Lostwithiel.

Meeting Minutes

A meeting of the Town Council was held in the Church Rooms Lostwithiel on Tuesday 21 March 2017 at 7pm.

Councillors present

Mayor Gillett, Deputy Mayor Mrs Jarrett,
Councillor Abbiss, Councillor Guiterman
Councillor Mrs Henderson, Councillor Hensman,
Councillor Hughes, Councillor Jewels,
Councillor May, Councillor Mrs Parsons,
Honoured Burgess Peareth & Councillor Watkins.

In attendance

4 members of the public were in attendance.
Town clerk Mrs Harris was in attendance

474/16 APOLOGIES FOR ABSENCE

Apologies for absence were received and accepted from the following Councillors: -
Honoured Burgess Jones, Councillor Mrs Ross, Councillor Robson & Councillor Mrs Wilkinson.

475/16 DECLARATIONS OF INTEREST

Councillor May declared a pecuniary interest in agenda item 17 Accounts & Finance.

476/16 MINUTES 7 MARCH 2017

It was **resolved** that the minutes dated 7 March 2017 are accepted, approved and duly signed by Mayor Gillett.

477/16 STAFFING COMMITTEE MINUTES 14 FEBRUARY 2017

It was **resolved** that the Staffing Committee minutes of 14 February 2017 are accepted and all resolutions and recommendations therein are accepted, approved and adopted by Council.

478/16 PLANNING DECISIONS

- PA16/09183 The River Brasserie Parade Square Lostwithiel
Demolition of rear flat roof and wall adjoining Brasserie and construct new detached gable and rear walls and sub-divide to provide 2 number attached dwellings. - *Approved*
- PA17/00004 1 Glentworth Terrace Restormel Road Lostwithiel
Demolition of existing flat roof extension at first floor to the rear of the dwelling - *Approved*
- PA17/00023 Hideaway Cottage 3 Polscoe Lostwithiel
Demolition of existing outbuilding to form a single storey rear extension. - *Approved*
- PA17/00225 St Breoke Rose Hill Lostwithiel
Replacement of a garage building with annexed accommodation to be used for holiday and overspill family accommodation. - *Approved*
- PA17/00325 17 Fore Street Lostwithiel
Listed Building Consent for the removal of external signage - *Approved*
- PA17/00414 Saffron Meadow, Pill Farm Access to Saffron Meadow Lostwithiel
Application for a non-material amendment to change specification of the timber windows to timber grained UPVC in respect of approval PA16/04705 – *Withdrawn*
- PA17/00709 18 Butts Park Lostwithiel
Installation of an external inclined platform wheelchair lift - *Approved*
- PA17/00785 Woodlands Farm road from Coombe Lane to Woodlands Lane Sweetshouse Bodmin
The creation of a new gateway in boundary hedge for access of agricultural machinery - *Approved*

479/16 PLANNING APPLICATIONS

None

480/16 PLAY AREA INSPECTIONS

The reports dated 2 March 2017 were noted by Council.

481/16 LOSTWITHIEL LIBRARY

It was **resolved** to approve the business case as drafted and to incorporate the recommendation of CLAS into section 4.4 read to Council by the clerk.

482/16 LOSTFEST

It was **resolved** to approve the use of the Parade area and the King George V playing field by Lostfest on Sunday 14 May 2017 subject to Lostfest adhering to all the terms and conditions of hiring Council land, providing the Council with all further information requested and agreeing to a further meeting/discussion regarding weather conditions affecting the use of the King George V playing field.

It was further **resolved** to levy, in accordance with the Town Council's Use of Town Council Land Policy commercial hire rates.

483/16 TOWN COUNCIL INSURANCE

The clerk distributed to Council members copies of the renewal schedule, read to Council an email regarding an alternative quote and advised Council that fire cover on Edgcombe House has been withdrawn by the current insurance provider with immediate effect.

It was **resolved** to renew the insurance with Zurich and enter into a 3-year long term agreement.

It was further resolved to instruct the clerk to obtain a quotation for the fire prevention works approved under planning reference PA16/04375 as soon as possible.

484/16 ADMINISTRATION ASSISTANT

It was **resolved** to appoint three Councillors to the interview panel and to appoint one reserve namely: - Councillor Mrs Ross, Councillor Guiterman, Councillor Hughes and Councillor Mrs Parsons.

485/16 FIXED ASSET REGISTER

It was **resolved** that the following figures are revised on the Council's Fixed Asset Register: -

King George V play area	Estimated current value £12,000
Coulson Park play area	Estimated current value £32,800
Skate park	Estimated current value £76,000

(Straight line depreciation year 2 of 10 years) and that the Toddler play area is removed from the Fixed Asset Register.

486/16 COUNCIL SAFE CUSTODY

It was **resolved** to authorise the inspection and measuring of the Council's safe custody items.

487/16 CORNWALL PENSION FUND EMPLOYER TRAINING CORNWALL 2017

It was **resolved** to express initial interest in the clerk attending this training event.

488/16 STAFF TRAINING

It was resolved to approve the recommendations of the Staffing Committee reference draft minute numbers SC73/16 & SC74/16.

489/16 KING GEORGE PLAYING FIELD TO ALLOW ACCESS TO FELL TREES

It was **resolved** to allow a contractor access for two days to fell elm trees located within the boundary of an adjoining property with the proviso that the clerk obtains from the contractor a copy of his current insurance.

490/16 ACCOUNTS & FINANCE

Councillor May having previously declared a pecuniary interest left the meeting room.

The clerk advised Council that cheque number 100651 payable to Mrs S Harris has been destroyed and that there is a new cheque in the list to replace this cheque.

It was **resolved** that cheques 100655-1006662 totalling £8587.16 and the Direct Debit to the Information Commissioner for £35.00 are authorised for payment.

Councillor May re-joined the meeting.

491/16 CORRESPONDENCE

Chicks	Request for financial assistance
Cornwall Hospice Care	Request for financial assistance
ISightCornwall	Request for financial assistance
Lostwithiel Resident	Request for a copy of Sherryl Murray MP letter

It was **resolved** to note the correspondence.

492/16 NOTICES

None.

493/16 ITEMS FOR NEXT AGENDA

Code of Conduct training.

The meeting closed at 8.25pm

Chairman

Date