



**Lostwithiel Town Council  
Tuesday 16 July 2019**

**Cornwall Councillor Report**

Cornwall Councillor Martin advised the meeting of the following: -

Cornwall Council has delegated the power to Lostwithiel Town Council to designate Shire Hall Moor as a Local Nature Reserve.

Discussions between Cornwall Council and Network Rail regarding the new railway footbridge are progressing.

Cornwall Council's Highways Manager & Environment Portfolio Holder have been asked to produce a Best Practice Guide for sowing wild flowers in parks, hedgerows and verges.

Some roads towards Sweetshouse have been resurfaced.

**Meeting Minutes**

A meeting of the Town Council was held in Lostwithiel Library on Tuesday 16 July at 7pm.

**Councillors Present**

Mayor Hughes, Deputy Mayor Ross,  
Councillor Anders, Councillor Clarke,  
Councillor Duffin, Councillor Guiterman,  
Councillor Hatton, Councillor Hensman,  
Councillor Mrs Jarrett, Councillor Jarrett,  
Councillor Lindley, Councillor Morgan & Councillor Sweeney.

**In attendance**

Thirteen members of the public were in attendance.

Town Clerk Mrs Harris was in attendance.

**102/19 Apologies of Absence.**

Apologies for absence were received and accepted from Councillor Beedell & Councillor Henderson.

**103/19 Declarations of Interest**

Mayor Hughes declared a pecuniary interest in agenda item 20 Accounts & Finance.

Councillor Hatton declared a non-registerable interest in agenda item 10 Community Network Panel Year 2 Highways submission.

Councillor Mrs Jarrett declared a non-registerable interest in agenda item 5 planning application PA19/05309 and a pecuniary interest in agenda item 20 Accounts & Finance.

Councillor Jarrett declared non-registerable interests in agenda item 5 planning application PA19/05309.

Councillor Morgan declared non-registerable interests in agenda item 5 planning application PA18/08552.

Councillor Sweeney declared a non-registerable interest in agenda item 18 High Street Heroes Shed.

**104/19 Public Participation**

The Council was addressed regarding declaring a climate emergency and planning applications PA18/08552 & PA19/04759.

**105/19 Minutes 2 July 2019**

It was **resolved** that the minutes dated 2 July 2019 are accepted, approved and duly signed by Mayor Hughes.

## 106/19 Planning Applications

Councillor Morgan having previously declared a non-registerable interest left the meeting room.

- 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.

It was **resolved** to support this application as a rural exception site.  
Councillor Morgan re-joined the meeting.

Councillor Mrs Jarrett & Councillor Jarrett having previously declared non-registerable interests left the meeting room.

- 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.

It was **resolved** to support this application.  
Councillor Mrs Jarrett & Councillor Jarrett re-joined the meeting.

- PA19/05809 Staplehurst Hillside Gardens Lostwithiel  
Proposed dining room extension with internal alterations.

It was **resolved** to support this application.

- b) None

## 107/19 Cornwall Council Consultation – Planning for Coastal Change Chief Officer Planning Advice Note

It was **resolved** to approve the response as drafted.

‘Lostwithiel Town Council has concerns that this Planning for Coastal Change Advice Note appears to rely heavily on information collated for the Shoreline Management Plan 2 (SMP2) in 2011 prior to both of Lostwithiel’s recent floods. Furthermore, this SMP2 document makes reference to the existing significant flood risk in Lostwithiel increasing to 250 residential and commercial properties being at risk during a 1 in 200-year event. The Town Council considers this figure conservative. This revised Advice Note needs to be supported by more accurate and up to date information.’

**108/19 Cornwall Council Consultation – Polling Districts and Polling Places Review – Stage 2 consultation**

It was **resolved** to advise Cornwall Council that Lostwithiel Town Council is in agreement with Stage 2 of this consultation as there are no changes proposed for the Lostwithiel Parish area.

**109/19 Cornwall Council Consultation – Street Trading**

It was **resolved** to advise Cornwall Council that Lostwithiel Town Council is in agreement with the proposed changes to the Street Trading Statement of Practices, Procedures & Policy.

**110/19 Climate Emergency**

a) It was **resolved** to declare a Climate Emergency.

Councillor Hatton requested a recorded vote.

Mayor Hughes, Deputy Mayor Ross, Councillor Anders,

Councillor Duffin, Councillor Guiterman, Councillor Hatton,

Councillor Mrs Jarrett, Councillor Jarrett, Councillor Lindley,

Councillor Morgan & Councillor Sweeney voted in favour of the proposal.

Councillor Clarke & Councillor Hensman voted against the proposal.

- b) It was **resolved** to agree to work with Cornwall Council to assist them with their declaration to make Cornwall carbon neutral by 2030.

Councillor Hatton requested a recorded vote, the vote was unanimously in support of this proposal.

- c) It was resolved to continue to consider the environmental impact when making decisions and renewing policies.

Councillor Hatton requested a recorded vote, the vote was unanimously in support of this proposal.

The Clerk was instructed to issue a press release regarding this declaration.

### **111/19 Community Network Panel Year 2 Highways submission**

Councillor Hatton having previously declared a non-registerable interest left the meeting room.

It was **resolved** to amend the drafted submission to include the suggestion put forward by a local resident, the corner of North Street going into Church Lane, Castle Hill on the junction to Carbes Lane, Quay Street on either side of the South Street Archway and to approve Councillor Mrs Jarrett as panel representative.

Councillor Hatton re-joined the meeting.

### **112/19 National Association of Local Councils (NALC)**

It was **resolved** to amend the drafted response by including a further paragraph regarding engagement with residents.

### **113/19 Electrical Inspection Reports**

It was **resolved** to instruct the clerk to prepare a repair specification, based on the Guildhall & Lostwithiel Museum Electrical reports and to invite all electricians advertising on yell.com under a PL22 postcode to price for the works. It was further **resolved** to instruct

the clerk to prepare a tender specification for the works required to Edgcumbe House & Taprell House and to advertise this tender as per the Council's Financial Regulations and to also forward to all electricians advertising on yell.com under a PL22 postcode on the tender release date.

**114/19 Lostwithiel Councillor email**

It was **resolved** to ask the clerk to ask if an alert system can be set up and to review the system provided in three months.

Deputy Mayor Ross left the meeting.

**115/19 Council Honours/Recognition Policy**

It was decided to defer this agenda item to the next Council meeting.

**116/19 Mr Crago Tree planting**

It was **resolved** to advise Mr Crago's family that the Council is happy with either date and that the Mayor or Deputy Mayor will be in attendance. It was further resolved to instruct the clerk to ask Land & Heritage for advice regarding the species of tree.

**117/19 CNA SOS**

It was **resolved** to approve the Community Network Area SOS volunteer policy as drafted.

**118/19 Town Benches**

It was decided to defer this agenda item to the next Council meeting.

**119/19 High Street Heroes Shed**

Councillor Sweeney having previously declared a non-registerable interest left the meeting room.

It was **resolved** to grant permission for the shed to be sited on the Parade on the conditions that: -

- a) The Shed is owned, maintained and insured by Lovely Projects
- b) Lovely Projects have complete responsibility for the volunteers using the shed and all equipment stored.
- c) The Town Council's only involvement is the giving of consent for the shed to be sited on Town Council land and the Town

Council reserves the right to require removal of the shed at the discretion of the Council and at no cost to the Council.

Councillor Sweeney re-joined the meeting.

### **120/19 Second Island vegetation cutting**

It was resolved to include this in the remit of the task and finish group appointed to review the terms of the grass cutting contract.

### **121/19 Accounts & Finance**

Mayor Hughes & Councillor Mrs Jarrett having both previously declared pecuniary interests left the meeting room.

It was **resolved** that Councillor Guiterman is appointed as Chair for this agenda item

It was further **resolved** that cheques 101254-101265 totalling £13,793.65 are authorised for payment.

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101254	Biffa	Cemetery bin	£132.17
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 &	£60.27

		plates and cups for Mayor Making	
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	£13,793.65

Mayor Hughes and Councillor Mrs Jarrett re-joined the meeting and Mayor Hughes resumed the Chair.

### **122/19 Notices**

None

### **123/19 Correspondence**

The clerk read to Council correspondence received regarding PA19/04759 and road repairs at Two Trees.

The clerk also advised Council that there will be a cherry picker on the Parade on 25 July to erect the trial lights on the cobra system.

### **124/19 Items for next agenda**

Council Honours/Recognition Policy

Town benches

Seagull proof sacks

Town Council Land policy single plastic update

Task and finish group to draw up an action plan to implement

Climate Emergency resolution



The meeting closed at 9.15pm

Chairman

Date