



**Lostwithiel Town Council Meeting
will be held at Lostwithiel Library
on Tuesday 1 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 03 September 2019 having previously been circulated and taken as read.
5. To receive and adopt the Heritage Buildings Committee minutes dated 23 July 2019 having previously been circulated and taken as read.

6. To consider planning applications

- a) PA19/07301 12 Summers Street Lostwithiel PL22 0DH
Installation of soil pipe on the front wall in order to serve a new bathroom former by internal alterations.
- PA19/07423 7 Coffa Bridge Close, Lostwithiel PL22 0EB
Works to trees subject to Tree Preservation Orders, namely Beech tree T1 undertake a 5-metre crown lift and for Beech tree T3

undertake a 4-metre cut back from the branch spread.

PA19/07678 Lostwithiel Station, Grenville Road, Lostwithiel
Notification of proposed works to tree in a conservation area. Crown lift various Ash & Sycamore trees to three and four metres from ground level.
(As this application is for works to trees in a Conservation Area, it will be decided under delegated authority. There is no need for the Town Council to submit any comments to the local planning authority.)

b) To consider any planning applications received since the publication of the agenda

7. To receive planning decisions.

8. Play area inspections – to note the inspection reports and any action required.

9. Pendour Park –

a) to consider the second RoSPA report.

b) To consider the suggestion from Councillor Duffin that the monies on offer from Lostwithiel Rotary (subject to Rotary's agreement) are used to buy a bench.

10. Ministry of Housing, Communities & Local Government – to approve a response to the consultation on the proposed reforms to permitted development rights to support the deployment of 5G and extend mobile coverage.

11. Forestry England Hartwood& Ironmine Forest Plan – to approve a response to this consultation.
12. Cornwall Council Launceston Southern Growth Area Masterplan – to consider if Lostwithiel Town Council wishes to submit a response to this consultation.
13. Cornwall Council Hayle Growth Area Masterplan – to consider if Lostwithiel Town Council wishes to submit a response to this consultation.
14. Cornwall Council Speed Monitoring Report Site 2 A390 Liddicoat Road Lostwithiel – to consider this report in context with the reports previously received namely Site 1 Liddicoat Road and Queen Street.
15. Lostwithiel Town Council – Policy on Council Ceremonial Offices, Awards & Recognition – to consider approval of the policy as drafted by the Task & Finish group.
16. Climate Emergency – Task and Finish Group
 - a) To consider the responses received
 - (i) from Cornwall Council’s Strategic Director for Neighbourhoods
 - (ii) from Cornwall Council’s Portfolio Holder for Climate Change
 - (iii) regarding the suggestion that Cornwall Council instigates Climate Change meetings with local Town & Parish Councils (who wish to participate)
 - (iv) from Lostwithiel Forum
 - (v) from Good Companions

- b) To consider approval of the revised Town Council Environmental Policy as drafted.
 - c) To consider appointing representation to Lostwithiel Town Forum's – Lostwithiel Climate Action Group
 - d) To consider asking the Climate Emergency Task and Finish group to draft a Town Council Action Plan, for Council approval, to address ways the Council can seek to be more environmentally friendly in its actions.
17. Lostwithiel Town Council Heritage Buildings Committee –
- a) To note the resignation of Councillors Hatton & Anders from the Committee
 - b) To consider appointing further members to the Committee. (Membership is limited to 15 persons after the two resignations membership is 7 people.)
18. Cornwall Council Community Network Panel
Extraordinary Meeting on Monday 9 September – to receive a report on the Highways decisions taken at the meeting.
19. Edgumbe House – to update Council on the tender and correspondence received regarding water ingress into a neighbouring property.
20. Allotments – to update Council.
21. Shire Hall Moor Japanese Angelica tree (*Areliia elata*) – to consider the request from Councillor Guiterman that the Council considers appointing a contractor to eliminate growth.

22. Great Western Railway timetabling meeting – to receive a report on the meeting attended by Mayor Hughes.

23. External Audit year end March 2019 – to consider the report received namely ‘On the basis of our review of Sections 1 and 2 of the Annual Governance and Accountability Return (AGAR), in our opinion the information in Sections 1 and 2 of the AGAR is in accordance with Proper Practices and no other matters have come to our attention giving cause for concern that relevant legislation and regulatory requirements have not been met.’

24. Accounts & Finance –

a) to approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101302	Biffa	Toilet cleaning	£1110.17
101303	British Gas	Electric	£75.15
101304	Clarity Copiers	Photocopying	£54.68
101305	Cormac Solutions	Grave digging & soap dispenser replacement	£1067.30
101306	K Hill & Partners Ltd	Works at Pendour Play area	£111.60
101307	Penhaligons	Newspapers for library	£39.15
101308	Phoneta	Lone worker service	£14.10
101309	Restormel Property Services	Replacement toilet door lock and repairs to Pendour Play area gate entrance	£94.74
101310	Rospa play safety	Pendour	£278.40

		reinspection fee	
101311	St Bartholomews Church Hall	Room hire	£60.00
101312	South West Water	Public toilet	£56.01
101313	Tindle Newspapers	Tender notice advert	£88.80
101314	Value Products	Cemetery & Shire Hall Moor signs	£76.14
101315-16 & 2 Bank transfer payments	Salary related expenses	Salary related expenses	£3,704.55
101317	Mrs S Harris	Stamps, milk colouring pencils & car parking	£48.44
101318	KBM Fire Safety Services	Fire Safety Inspection & Advice on Regulatory Reform (Fire Safety) Order 2005	£160.00
		Total	£7,039.23

b) To authorise the cancellation of a Direct Debit to EDF for £28.00 monthly.

25. Correspondence

26. Notices

27. Items for the next agenda and to note written notice of the wordings of any motions for the Council meeting to be

held on 15 October 2019 are to be received by the Town Clerk by midday on Monday 7 October 2019.

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.

28. Toilet contract – to agree correspondence as drafted.

S Harris

Mrs S Harris
Town clerk
25/09/2019