



**Lostwithiel Town Council  
Tuesday 1 October 2019**

**Cornwall Councillor Report**

None.

**Meeting Minutes**

A meeting of the Town Council was held in Lostwithiel Library on Tuesday 1 October at 7pm.

**Councillors Present**

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

**In attendance**

No members of the public were in attendance.  
Town Clerk Mrs Harris was in attendance.

**187/19 Apologies of Absence.**

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

**188/19 Declarations of Interest**

Mayor Hughes declared a pecuniary interest in Agenda item 24 Accounts & Finance.

**189/19 Public Participation**

None.

**190/19 Minutes 03 September 2019**

It was **resolved** that the minutes dated 03 September 2019 are accepted, approved and duly signed by Mayor Hughes.

**191/19 Heritage Buildings Committee Minutes 23 July 2019**

It was **resolved** that the Heritage Buildings Committee minutes dated 23 July 2019 are accepted, approved and adopted by Council.

**192/19 Planning Applications**

- a) PA19/07301 12 Summers Street Lostwithiel  
Installation of soil pipe on the front wall in order to serve a new bathroom formed by internal alterations.

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

Councillor Hatton joined the meeting.

- PA19/07423 7 Coffa Bridge Close Lostwithiel  
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.

It was **resolved** to support this application for remedial works to help preserve the trees and to help prevent falling limbs causing a localised flooding issue .

PA19/07678      Lostwithiel Station Grenville Road Lostwithiel  
Notification of proposed works to trees in a conservation area. Crown lift various Ash & Sycamore trees to three and four metres from ground level.

This application was noted by Council along with the accompanying notification that as the application is for works to trees in a conservation area, it will be decided by Cornwall Council under delegated powers.

b)    None

### **193/19    Planning Decisions**

**PA19/04759**      Land to the west of 12A Cott Road Mill Hill, Lostwithiel  
Reserved matters application for the construction of a new dwelling following outline consent  
**Approved.**

**PA19/05881**      Lostwithiel County Primary School  
Bodmin Hill Lostwithiel  
Application for advertisement consent for an internally illuminated (solar powered) noticeboard (Ecovision – A2Px2) with the noticeboard element measuring 1112(w) x 1002(h).  
**Approved.**

**PA18/02506** Land North West of Lostwithiel School,  
The Brambles Lostwithiel  
Construction of 5 new residential units  
**Refused.**

**194/19 Play area inspections**

No new issues were reported.

**195/19 Pendour Park**

- a) The second RoSPA report received the consideration of Council. The clerk advised that the remedial works necessary had been completed on Monday and circulated to Council members a draft press release. It was **resolved** to open the Pendour Park play area at 9am on Wednesday 2 October and to approve the press release as drafted.
- b) It was **resolved** to instruct the clerk to ask Lostwithiel Rotary if the funds previously offered could be used towards the siting of a new bench for parents and carers. It was further **resolved** to instruct the clerk to contact Riley from R&R regarding the purchase and installation of the bench and to delegate the positioning of the bench at the play area to the Town clerk. Furthermore, it was **resolved** to authorise the clerk, if there is a shortfall in funds, to make up any shortfall from the play areas budget without further reference to Council.

**196/19 Ministry of Housing, Communities & Local Government Consultation regarding proposed reforms to permitted development rights to support the deployment of 5G and extend mobile coverage.**

It was **resolved** to advise the MHCLG that Lostwithiel Town Council would not wish to see the landscape of Cornwall desecrated by an increase in the proliferation of mobile masts.

**197/19 Forestry England Hartwood & Ironmine Forest Plan**

It was **resolved** to approve the response to this consultation as drafted and to include in the 'free text' section 'Lostwithiel Town Council supports this well thought out and impressive document. The objectives listed will further contribute towards the enhancement of the River Fowey natural woodland corridor.'

**198/19 Cornwall Council Launceston Southern Growth Area Masterplan consultation.**

It was **resolved** to submit the following response to this consultation:-

'Lostwithiel Town Council supports, as far as practicable, carbon neutral development and the concept of confining development to towns rather than sporadic development in the countryside.'

**199/19 Cornwall Council Hayle Growth Area Masterplan consultation.**

It was **resolved** to submit the following response to this consultation:-

'Lostwithiel Town Council supports, as far as practicable, carbon neutral development and the concept of confining development to towns rather than sporadic development in the countryside.'

**200/19 Cornwall Council Speed Monitoring Report Site 2 A390 Liddicoat Road Lostwithiel**

It was noted by Council that this further report in conjunction with the two reports considered by Council on 3 September are building

further evidence for the Town Council's Traffic Management Plan. It was further noted by Council that given the width of the A390 between North Street and Fore Street and the narrow width of the footway the Town Council should have a strong case to argue for a 20mph limit.

It was **resolved** to instruct the clerk to repeat the request for further reports as specified in the minutes dated 3 September and to make a Freedom of Information enquiry to Cornwall Council regarding St Blazey's traffic data for

- (i) Prior to the introduction of any speed monitoring equipment
- (ii) After the introduction of the fixed cameras and
- (iii) After the introduction of the variable speed cameras.

### **201/19 Lostwithiel Town Council – Policy on Council Ceremonial Offices, Awards & Recognition.**

It was **resolved** that the draft policy should be amended under the 'Selection' section from 'A decision will be made by a majority of those present and eligible to vote' to 'A decision must be made unanimously by those present and eligible to vote.' It was further **resolved** to remove the Outgoing Town Clerks heading and paragraph. It was also **resolved** to change all references to the Town Clerk must be notified of .... at least 28 days before.... to the Town Clerk should be notified of at least 14 days before, to add a sentence to reflect that the Mayor or another Councillor will endeavour to attend the celebratory event if less than 14 days notice is given and a further sentence to advise that notification is via the form or to the Town Council office.

It was then **resolved** to approve the amended policy.

### **202/19 Climate Emergency**

- a) i) The response from Cornwall Council's Strategic Director for Neighbourhoods was noted by Council and the clerk was instructed to suggest that Cornwall Council considers adding an

evening session to the November Summit in order that Councillors who work are able to attend.

- ii) The response from Cornwall Council's Portfolio Holder for Climate Change was noted by the Town Council.
  - iii) The clerk was instructed to thank Cornwall Council for their generic response but as the 21 days has expired could Cornwall Council now please provide a specific answer to the specific question.
  - iv) Council noted the response from Lostwithiel Forum, accepted the concept and noted the appointment of a Council representative is to be considered under part c) of this agenda item.
  - v) The response from Good Companions was noted by the Town Council.
- b) It was **resolved** to approve the revised Town Council Environmental Policy as drafted. The task and finish group were thanked for the sterling work in re-drafting the policy.
  - c) It was **resolved** to appoint Councillor Jarrett as Lostwithiel Town Council's representation on the Lostwithiel Climate Action Group.
  - d) It was **resolved** to ask the Climate Emergency Task & 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.

### **203/19 Lostwithiel Town Council Heritage Buildings Committee**

- a) The resignation of Councillors Anders & Hatton was noted by Council.
- b) No further members were appointed to the Committee.

### **204/19 Cornwall Council Community Network Panel**

Councillor Mrs Jarrett advised Council that the decision to split the Community Network panel Highways budget by awarding the same amount to each Cornwall Councillor ward was approved. The purchase of mobile speed cameras for use at various locations in the Community Network Area was rejected.

**205/19 Edgcumbe House tender & water ingress to a neighbouring property**

The clerk provided Council with an update on the tender process. It was **resolved** to instruct the clerk to ask Lostwithiel Roofing Contractors if they would provide a price for replacing the missing roof vent on the library roof and to ask them to price for visiting the neighbouring property when raining in order to try to track the water ingress to source and to provide the Council with a written report of their findings. It was further **resolved** to authorise the clerk, without further reference to Council, to spend up to a maximum of £2,000 to resolve both issues.

**206/19 Allotments**

Council was advised that the allotment improvements will be implemented as soon as possible.

**207/19 Shire Hall Moor Japanese Angelica tree (Arelia elata)**

It was resolved to instruct the clerk to get the Council's contractor to remove this tree as soon as possible.

**208/19 Great Western Timetabling meeting.**

Mayor Hughes advised the meeting that the timetabling changes to be implemented in December will be the biggest changes in the last 30 years. The number of trains at Lostwithiel station will increase as will the number of times the barriers are closed. The meeting was advised that incidents at the crossing are being monitored and members of the public have been fined for running around the barriers when they are being lowered.

**209/19 External Audit year end March 2019**

It was noted by Council that the External Auditors report for the year end March 2019 reads as follows:-



‘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.’

## 210/19 Accounts & Finance

Mayor Hughes having previously declared a pecuniary interest left the meeting room.

It was **resolved** that cheques 101302-101319 totalling £7,047.23 are authorised for payment.

a)

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
101319	Lostwithiel Forum	Replacement cheque	£8.00
		<b>Total</b>	<b>£7,047.23</b>

Mayor Hughes re-joined the meeting.

- b) It was **resolved** to approve the signing of the letter addressed to the bank to cancel the EDF Direct Debit for £28.00.

## 211/19 Correspondence

None

**212/19 Notices**

VE Day celebrations Friday 8 May & Sunday 10 May 2020.

**213/19 Items for next agenda**

Any outstanding items at Pendour Park play area i.e. planting & Green flag application.

Offer of a bench for the Parade

The meeting closed at 9.05pm

Chairman

Date