



**Lostwithiel Town Council Meeting
will be held at Lostwithiel Library
on Tuesday 3 December 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

Presentation by James Peck Business Development Manager, Community Protection, Environmental Protection & Licensing Cornwall Council regarding Cornwall Council's Incident report cards for dog fouling, littering & fly tipping.

- 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 extraordinary meeting held on 12 November 2019 having previously been circulated and taken as read.
5. To receive and adopt the Heritage Buildings Committee minutes dated 22 October 2019 having previously been circulated and taken as read.
6. To consider planning applications
 - a) To consider any planning applications received since the publication of the agenda
7. Lostwithiel War Memorial – to consider the notification from a relative that the name of the late Mr Ronald Henry Levers is incorrectly spelt on the War Memorial.

8. Request to plant a tree in Coulson Park – to consider the request received to plant a wild cherry (gean) rather than *Pyrus calleryana* ‘Chanticleer’ as recommended by Land & Heritage.
9. Cornwall Libraries Food for Fines – to consider if Lostwithiel Town Council wishes to participate in this voluntary initiative.
10. National Association of Local Councils – Home Office Unauthorised Encampments Consultation – to consider if Lostwithiel Town Council wishes to submit consultation comment to NALC.
11. Multi- skilled Civil Parking Enforcement - to consider the charge of £40 per hour for a multi-skilled environmental/civil parking enforcement officer. (Hourly charge will include time taken to travel to Lostwithiel)
12. Speed Monitoring Report A390 Queen Street Lostwithiel – to note the results from the permanent vehicle activated sign for the west end of the Lostwithiel.
13. Speed Monitoring Report A390 Queen Street Lostwithiel – to consider the information received from Cornwall Council regarding St Blazey. (Requested under minute reference **200/19**)
14. Cornwall Council Community Network Highways Scheme – to provide further clarification to Highways regarding Albert Terrace in light of the response received from Cormac.

15. Environment Agency – to consider the Agency’s offer to purchase and possibly help plant fruit trees.
16. Community Network Area SOS scheme – to advise Council that 10 volunteers are available after Christmas to sand down and repaint benches and to consider, following a request from a member of the public, that cleaning the bus shelters is added to the job list.
17. Cornwall Council Local Maintenance Partnership Scheme 2020-2021 – to consider if the Town Council wishes to take over the maintenance of Lostwithiel Parishes Public Rights of Way (grant available £999.53).
18. Post Neighbourhood Development Plan adoption experience for decision makers – to consider authorising Councillor Guiterman to speak on behalf of Lostwithiel Town Council to a Plymouth University student undertaking a Planning MSc regarding post NDP adoption experience.
19. Section 106 monies – to consider the initial research provided on gym equipment and water fountains.
20. Institute of Cemetery & Crematorium Management – to consider corporate membership at an annual cost of 95.00.
21. Delegation to the Town Clerk – to note actions taken by the Town Clerk under delegated powers.
22. Accounts & Finance –
 - a) to approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101347	Biffa	Toilet cleaning,	£1,156.73

		Cemetery bin office missed collection	
101348	T Clarke South West	Annual maintenance contract & alarm service	£241.36
101349	Clarity copiers	Copy charges	£57.86
101350	Cormac Solutions Ltd	Sexton fees & library cleaning	£869.38
101351	Complete Business Solutions Ltd	Stationery	£90.88
101352	DCS Pest Control (Cornwall) Ltd	Pest control King George V playing field	£60.00
101353	Premier Forest Products	Sawn tandalised timber for allotments	£26.30
101354	Frans Pantry	Mayor Making catering	£281.00
101355	S Harris	Stamps, heater & bungee clips	£74.21
101356	T Hughes	Card & chocolates	£7.40
101357	C Doyle	Library Christmas tree & new toys & milk	£66.46
101358	K Hill & Partners Ltd	Grass cutting, weed spraying, Shire Hall Moor shrub removal, Coulson Park epicormic growth removal & Jap Knotweed	£1,347.60

		treatment	
101359	Phoneta Business Ltd	Lone worker service	£13.50
101360	SLCC Enterprises	Training Seminar	£48.00
101361	South West Water	Public Toilet	£164.52
101362	Tindle Newspapers	Tender advert	£88.80
101363	WesternWeb	Assist 1 x Councillor to access new email system	£18.00
101364-101366 & 2 Bank transfer payments	Salary related expenses	Salary related expenses	£3,916.22
		Total	£8,528.22

23. Correspondence – to receive details of and consider correspondence including invitations received.
24. For information – to include an update on any meetings or training attended by Members of Officers as representatives of the Town Council and future dates for the diary.

S Harris

Mrs S Harris
Town clerk
27 November 2019