



**Lostwithiel Town Council Meeting
will be held at Lostwithiel Library
on Tuesday 4 February 2020 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

Planning Applications & discussions – ‘Whilst Members may express an opinion for or against the proposed development plans at this meeting Members minds are not closed and they will only come to a conclusion on whether they should support the scheme or offer an objection after they have listened to the full debate.’

Presentation by Georgine Hayman, Development Manager, Coastline Housing Ltd regarding the Grenville Road site which has outline planning consent for up to 50 homes. Coastline Housing Ltd have purchased the site and wish to outline their reserved matters planning application for 47 homes which will be delivered as all affordable being a mix of affordable rent and shared ownership homes for local people.

Presentation by Rupert Warwick regarding his proposal to convert Caprice Cottage Parade Square into a pizza restaurant and takeaway.

Presentation by Rachel Morcom regarding her proposal for a proposed new building for a café at 4 Quay Street Lostwithiel.

- 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 14 January 2019 having previously been circulated and taken as read.
5. To consider planning applications
 - a) PA19/11212 Land adjacent to Castle Hill Road Lostwithiel
Proposal to provide a well-considered four-bedroom home.
 - PA19/11224 Land known as Bartholomew Meadow, Grenville Road, Lostwithiel
Reserved matters application for access, appearance, landscaping, layout and scale following outline approval PA18/05607 dated 13.08.2019 for the construction of 47 residential units to include affordable housing
 - PA20/00183 6 Coffa Bridge Close Lostwithiel
Application to fell an oak tree subject to a Tree Preservation Order.
 - b) To consider any planning applications received since the publication of the agenda.
6. Cornwall Council consultation Draft Cornwall Design Guide & Draft Cornwall Streetscape Design Guide – to agree the Town Council's response noting that both documents will on

adoption by Cornwall Council become material considerations in determining planning applications. (Consultation closing date 02/03/2020).

7. Anti-Social Behaviour in Lostwithiel – to provide any update available and to advise that the Police have requested all incidents are reported via 101.

8. Edgcumbe House & Guildhall Condition reports – to consider in light of the reports received approving the recommendation from the Heritage Buildings Committee to authorise the following works on Edgcumbe House (reference codes taken from the report): -
 - A1 Repair leak in flashings of east Chimney and around west valley/chimney
 - B1 Undertake minor repairs to roof coverings 4.2, 4.3, 4.9 & 4.10.
 - B2 Repair, treat and redecorate cast iron rainwater goods and form splashbacks to gulleys
 - M1 Clear debris from roof gutter, valleys and rainwater goods.
 - F8 Open up and inspect first floor structure to assess condition for future use.

9. Lostwithiel Town Council Heritage Buildings Committee – to consider endorsing the outline project report as drafted and to authorise: -
 - a) The Heritage Buildings Committee, to draft for Council approval, proposals to take the project forward on the basis outlined.
 - b) A budget of £750 for all expenses (including publication of publicity material) associated with establishing if there will be public support for the draft proposal.

10. Lostwithiel Town Council – Tree Safety Management Policy – to consider the following: -
 - a) approval of the policy as drafted
 - b) to authorise LANTRA Basic Tree Survey & Inspection training for the Town Clerk.

11. Land & Heritage Tree Safety Survey – to authorise the Town Clerk to invite tenders for all works identified in column ‘Recommendations 2019’.

12. Legionella & Asbestos surveys – to approve the following:
 - a) Legionella & schematic reports of the water systems at Edgcumbe House & Lostwithiel Public Toilets
 - b) Asbestos survey of Lostwithiel Museum.

13. Environment Agency trees for Second Island Park – to note that the Duchy of Cornwall are in agreement with the planting of 60 trees in Second Island (subject to the populated planting proposal indicating sufficient space) and to consider approving the planting as drafted, consider inviting 30 children from both primary schools to help to plant and to agree a couple of provisional dates.

14. Community Network Area SOS event bench painting volunteer day – to advise Council members that the date agreed is 01 April 2020 with a back up date of 22 April 2020 (in case of bad weather).

15. Fowey River Heritage Open Days ‘Hidden Nature’ theme – to consider if the Town Council wishes to open the Guildhall

for part of the 10-day event in September or indeed make any further suggestions for events.

16. Delegation to the Town Clerk - to note actions taken by the Town Clerk under delegated powers.

17. SLCC Membership - to consider if Council wishes to pay the Clerk's annual subscription.

18. Accounts & Finance

a) To approve payment of the following

Cheque Ref	Payee Name		Amount Paid
101390	Biffa	Toilet cleaning & cemetery bin	£1,150.97
101391	Cormac Solutions Ltd	Play inspections & grave digging	£807.28
101392	K Hill & Partners Ltd	Football field extra grass cut & field roll	£120.00
101393	S Harris	Stamps	£20.14
101394	Philip Hughes Associates LLP	Listed Buildings Condition reports	£5,479.80
101395	P Jarrett	Outdoor light bulbs for library	£18.00
101396	Restormel Property Services	Key box supply and fit	£54.00
101397	SW Water Business	Public toilet	£47.87

101398-400 & 2 Bank transfer payments	Salary related expenses	Salary related expenses	£3,916.02
		Total	£11,614.08

19. Correspondence - to receive details of and consider correspondence including invitations received.
20. 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.

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.

21. Town Clerk hours - to consider the recommendation from the Staffing Committee that the temporary 5 hour per week increase in the Town Clerk's hours is extended by a further six months from 30 November 2019 to 30 April 2020.

S Harris
Mrs S Harris
Town clerk
29/01/2020