



**Lostwithiel Town Council  
Tuesday 03 March 2020**

**Cornwall Councillor Report**

Cornwall Councillor Martin advised that Cornwall Council has agreed a 4% increase in Council Tax from April 2020.

Cornwall Council is actively working with residents at Scrations Lane to alleviate the inconvenience caused by the landslip and that there continues to be progress with the proposal to provide a footbridge at Lostwithiel Station.

**Meeting Minutes**

A meeting of the Town Council was held in Lostwithiel Library on Tuesday 03 March 2020 at 7pm.

**Councillors Present**

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

**In attendance**

Seven members of the public were in attendance.  
Town Clerk Mrs Harris was in attendance.

**339/19 Apologies of Absence.**

Apologies for absence were received and accepted from the following Councillors:

Councillor Hatton and Councillor Henderson.

**340/19 Declarations of Interest**

Mayor Hughes declared non-registerable interests in agenda item 5 Planning application number PA20/01189 and agenda item 6 Cornwall Council Community Governance Review public consultation.

Deputy Mayor Ross declared a non-registerable interest in agenda item 17 Cattle Market car park.

Councillor Duffin declared a non-registerable interest in agenda item 12 Lostwithiel Environment Action Forum.

Councillor Guiterman declared a pecuniary interest in agenda item 11 Lostfest and non-registerable interests in agenda item 5 Planning application PA20/01189, agenda item 12 Lostwithiel Environment Action Forum and agenda item 13 Extinction Rebellion.

Councillor Mrs Jarrett declared a non-registerable interest in agenda item 5 Planning application number PA20/01189

**341/19 Public Participation**

Prior to accepting contributions from Members of the Public Mayor Hughes read the following statement: -

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.’

The Council was addressed regarding the following: -

Previous and current applications for Bartholomews Meadow

A proposal to convert a residential dwelling on Parade Square to a pizza restaurant

Planning application PA20/00349 Pelyn Tor Woodland

Agenda item 12 - draft climate action plan for Lostwithiel.

**342/19 Minutes 04 February 2020**

It was **resolved** that the minutes dated 04 February 2020 are accepted, approved and duly signed by Mayor Hughes.

**343/19 Planning Applications**

- a) **PA20/00349** Pelyn Tor Woodland Lostwithiel  
Improvement of access, conversion of barn to resources facility and siting of volunteer toilet cabin to enable woodland management project.  
It was **resolved** to support this application. Whilst the project is outside the Lostwithiel Neighbourhood Development Plan boundary the Council considers the intended project will be beneficial to the community and wildlife.

- PA20/00654** Tovalflor Access to Peregrine Hall  
Lostwithiel  
Roof terrace and external steps accessed from loft conversion to provide granny annex.  
It was **resolved** to support this application.

Mayor Hughes, Councillor Guiterman and Councillor Mrs Jarrett all having declared non-registerable interests left the meeting room.

- PA20/01189** Land North of Lanlivery Cottage  
Lostwithiel

The proposed erection of a detached dwelling.

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

Mayor Hughes, Councillor Guiterman and Councillor Mrs Jarrett all re-joined the meeting and Mayor Hughes resumed as Chair.

b) None.

### **344/19 Cornwall Council Community Governance Review Public Consultation**

Mayor Hughes having previously declared a non-registerable interest left the meeting room.

It was **resolved** to advise Cornwall Council that Lostwithiel Town Council agrees with the proposal not to make any changes in the Lostwithiel Parish.

Mayor Hughes re-joined the meeting and resumed as Chair.

### **345/19 St Sampson Parish Council Neighbourhood Development Plan Pre submission consultation**

It was resolved to compliment St Sampson on their well written plan and to suggest they may wish to include a paragraph that makes reference to the Marine Action Plan SW.

### **346/19 Councillor resignation**

It was **resolved** to note that Cornwall Council has been advised of Councillor Beedell's resignation and that the Cornwall Council deadline is 12 March 2020. After this date the Town Council will be notified by Cornwall Council if there will be an election for the vacancy or if the Council can fill the vacancy by co-option.

### **347/19 Town Council insurance**

The clerk circulated to Council members a full breakdown of the insurance schedule. It was **resolved** to renew the insurance policy as specified at an annual premium £4423.14 which has increased by £110.12 since last April.

**348/19 Cormac Solutions Ltd Service Level Agreement**

It was **resolved** to authorise the signing of the SLA for the next 12-month period. The clerk advised Council that she would ensure that the list of equipment at Pendour Park is updated and the quarterly dates are changed from 2019 to 2020 prior to the documents being returned to Cormac.

**349/19 Lostfest**

Councillor Guiterman addressed Council prior to leaving the meeting room.

It was **resolved** to authorise the use of the Parade and part of King George V playing field (subject to the field not being too wet/waterlogged for use) and not to agree to the use of the Guildhall due to health and safety. The clerk was further instructed to advise Lostfest that the consent to use the Parade and part of King George V playing field is subject to Lostfest ensuring that any third party providers have their own Public Liability insurance as both Lostfest and Lostwithiel Town Council could become liable for third party actions if they do not have their own insurance. Lostfest are asked to confirm that they will stop third parties from attending without Public Liability cover.

**350/19 Lostwithiel Environment Action Forum**

Councillor Guiterman remained outside the meeting room.

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

Councillor Jarrett, as the LEAF Council representative gave the meeting an overview.

It was **resolved** to instruct the clerk to provide LEAF with a formal response to the document based on the discussion.

Councillors Duffin & Guiterman re-joined the meeting

**351/19 Extinction Rebellion**

Councillor Guiterman addressed Council, and then having previously declared a non-registerable interest left the meeting room.

It was **resolved** not to agree to the request received to put fabric bands on the Council's trees.

Councillor Guiterman re-joined the meeting.

### **352/19 Lostwithiel Town Council Flood Plan**

- i) The verbal report from Deputy Mayor Ross was noted by Council. It was **resolved** that the minutes record the Council's thanks to all the Flood Wardens.
- ii) It was **resolved** to approve the revised Flood plan as drafted with the exception of the map which needs to be annotated to show the Scout Hut as the Flood Plan Control Centre and the Community Centre as the Care Centre.
- iii) It was **resolved** to authorise a Lostwithiel Town Council Flood Plan Facebook page and a Flood Warden recruitment event.

### **353/19 Diabetic eye screening unit**

It was **resolved** to ask the clerk to ask if the dates can be changed due to the proposed plans to mark VE Day over the Bank Holiday weekend.

### **354/19 Defective salt bin**

It was **resolved** to accept the recommendation from Cormac and to purchase a new salt bin at a cost of £189.38 plus VAT.

### **355/19 Cattle Market car park**

Deputy Mayor Ross having previously declared a non-registerable interest left the meeting room.

The three prices received by the clerk received the consideration of Council. It was **resolved** to instruct the clerk to accept the price from P Crocker & Sons £1500 plus VAT to repair the potholes in the cattle market car park.

Deputy Mayor Ross re-joined the meeting

**356/19 Grass cutting contract**

It was **resolved** to extend the current grass cutting contract by a year in order that the Council can draw up a new more comprehensive contract which includes measures to mitigate climate change.

**357/19 Lostwithiel Cemetery**

- a) It was **resolved** to approve the removing of the overhanging vegetation all around the perimeter of the Cemetery at a cost of £320 plus VAT.
- b) It was **resolved** to authorise the tidying and cutting back of the edges of the internal paths in the Cemetery at a cost of £235 plus VAT.

**358/19 Lostwithiel Town Council Heritage Buildings Committee**

It was **resolved** to appoint Councillor Anders to the Committee.

**359/19 Lostwithiel old photos**

It was **resolved** to note in the minutes that Mrs Gill Parsons has gifted the following to the Council: -

- i) A frame containing 18 postcards of Lostwithiel dated circa 1902-1982
- ii) Two framed photos of Fore Street Lostwithiel one dated 1906
- iii) A framed silver key dated 1900 and a West Briton newspaper cutting dated 6 September 1900 both relating to the Methodist Free Church
- iv) A framed photo of Lostwithiel bridge

It was further **resolved** to instruct the clerk to write a letter of thanks to Mrs Parsons and to accept Mayor Hughes offer to mount the photos in the library at no cost to Lostwithiel Town Council.

**360/19 Delegation to the Town Clerk**

The clerk advised no actions had been taken under delegated powers.

**361/19 Accounts and Finance**

It was **resolved** that cheques 101406-101419 and two salary bank transfers totalling £11,425.89 are authorised for payment.

<b>Cheque Ref</b>	<b>Payee Name</b>			<b>Amount Paid</b>
101406	Biffa		Cemetery bin	£51.00
101407	Cormac		Library & toilet cleaning & repair to zip wire	£3,543.84
101408	Cornwall Council		DBS checks	£132.00
101409	Duchy of Cornwall		Second Island rent	£408.00
101410	EDF Energy		Car park electric	£141.47
101411	Land & Heritage		Tree safety survey & policy	£2,2340.00
101412	Palace Printers		Christmas cards	£72.00
101413	Penhaligons		Library newspapers	£17.80
101414	Reach Publishing		Tender advert	£142.08
101415	Tozers		Toilet cleaning contract	£648.00
101416-418 & 2 Bank transfer payments	Salary related expenses		Salary related expenses	£3,916.02
101419	Clarity Copiers		Copy charges	£13.68
			<b>Total</b>	<b>£11,425.89</b>



**362/19 Correspondence**

The Clerk advised Council all correspondence received is either on this or the April Town Council meeting agenda.

**363/19 For information**

The clerk reminded Council that the Community Orchard is being planted on Friday 6 March. The first group of school children will arrive at 10am.

The clerk also reminded Council that the Community Network Area SOS volunteers will be joining members of the Town Council to paint/stain benches and street furniture on 1 April. Everyone will meet in the Cattle Market car park for a 9.30am start.

Mayor Hughes advised Council that it was announced at the recent Railway timetable meeting that passenger numbers are up 60% since the introduction of the new timetable.

The meeting closed at 9.25pm.

Chairman

Date