



**Lostwithiel Town Council
Tuesday 28 July 2020**

Meeting Minutes

An Extraordinary virtual meeting of the Town Council was held on Tuesday 28 July 2020 at 7pm.

Councillors Present

Mayor Tim Hughes, Councillor Anders
Councillor Clarke, Councillor Duffin
Councillor Guiterman, Councillor Hatton
Councillor Henderson, Councillor T Jarrett
Councillor Lindley & Councillor Morgan

In Attendance

Town Clerk Sandra Harris and Administrative Assistant Claire Doyle were in attendance.

10 members of the public were in attendance

051/20 Apologies of Absence

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

Deputy Mayor Ross, Councillor P Jarrett and Councillor Sweeney

052/20 Declarations of Interest

None.

053/20 Public Participation

Five members of the public addressed Council regarding the risk assessments for the Skate Park.

One member of the public addressed Council regarding VJ Day.

054/20 Minutes 14 July 2020

It was noted that the minutes of 14 July 2020 had failed to record under agenda item **033/20** the names of Councillors appointed to the social media working party. Councillors appointed were – Mayor Hughes, Councillor Hatton, Councillor T Jarrett and Councillor Morgan.

It was **resolved** to accept and approve the amended minutes, which were duly signed by Mayor Hughes.

Vote - 7 votes in favour, 2 abstentions and one Councillor did not vote (IT connection problems).

055/20 Planning applications

a) To note the following planning applications

PA20/05929 29 Summers Street Lostwithiel
Works to trees within a conservation area
namely T1 apple

This application was **noted** by the Council. The Council having been previously advised that as the application is for tree works in a Conservation Area it would be decided by Cornwall Council officers under delegated authority.

056/20 Covid 19 risk assessments

Skatepark

The clerk read to Councillors extracts from the Government Guidance ‘for managing playgrounds and outdoor gyms’ updated on 17 July and circulated to members with the papers for the two July Council meetings.

It was **resolved** in accordance with Standing Order 3f to allow a member of the public, to be invited to answer any questions on matters of fact relating to an item under consideration by the Council.

Voting – 7 votes in favour, 1 against and one Councillor did not vote (IT connection problems).

It was **resolved** to approve the revised skatepark risk assessment with the following amendments: -

- a) A reduction in the likelihood of overcrowding at the skatepark to 3,
- b) A reduction of all the severity ratings across all of the items on this risk assessment to 2
- c) To keep the picnic benches at the skatepark and to remove any reference to them from the risk assessment and to put signage on these benches and all other Town Council owned benches to remind people to social distance.
- d) To erect signage to mitigate the risk with an explanation that if social distancing isn't maintained the Council may need to take the decision to close the skatepark again and to amend the existing signage on all play areas to reflect that if social distancing is not observed in these areas they may be closed.
- e) To agree to delegate to the Mayor, the Deputy Mayor & the Town Clerk the ability to close the facility if it becomes necessary on the basis that an extraordinary meeting is arranged for Council to consider that closure.

Voting – 8 votes in favour, 2 abstentions.

Lostwithiel King George V MUGA

No changes - the facility has only been open for a short period of time.

Lostwithiel King George V play area

It was **resolved** to approve the revised King George V play area risk assessment as drafted including keeping the severity rating on all items at 3 and a budget of £300 for high impact signage across all play areas to mitigate the risk of the spread of Covid19.

Voting – 9 votes in favour, one abstention.

Coulson Park play area

Changes were discussed but not agreed.

Pendour Park play area

No changes – the facility has only been open for a short period of time.

Lostwithiel Public Toilet

No changes – the facility has only been open for a short period of time.

Lostwithiel Library courtyard click and collect service

No changes – the facility has only been open for a short period of time.

Lostwithiel park and picnic benches

It was agreed as part of the skatepark risk assessment review that signage is to be placed on all picnic benches to encourage social distancing.

056/20 VJ Day

It was **resolved**, in light of the current Government Covid 19 restrictions not to agree to the VJ Day commemorations going ahead as submitted but to suggest that the group may wish to consider organising a smaller scale commemorative event or even ‘virtual commemorations’.

Voting – 8 votes in favour, 1 abstention.

Councillor Duffin left the meeting.

057/20 National Association of Local Councils

It was **resolved** that Lostwithiel Town Council notes the new NALC model Code of Conduct but does not wish to formulate a response to the current consultation.

Voting – 8 votes in favour.

058/20 Tree works

It was **resolved** to remove tree limbs overhanging the river at the cost of £380.00 plus VAT, and to remove epicormic growth from a tree in Park Road & remove epicormic growth and crown lift trees adjacent to the roadway for the full length of Coulson Park at the cost of £560 plus VAT.

Voting – 9 votes in favour.

059/20 Luxulyan Parish Council

It was **resolved** to note the letter from Luxulyan Parish Council and to recognise that the easing of lockdown has moved forward so no response is needed.

Voting – 8 votes in favour.

060/20 Quarterly finance report

It was **resolved** to approve the quarterly finance report as drafted.

Voting – 9 in favour.

061/20 Cormac Burial Agreement

Council considered the revised Burial agreement and **resolved** to approve the signing of the revised agreement with Cormac for the period ending 30 April 2021, to increase Lostwithiel Town Council Sexton fees in line with the increase in charges charged by Cormac and therefore approve as drafted the revised Lostwithiel Town Council's Cemetery Fees 2020.

Voting – 8 votes in favour.

062/20 Nomansland marigolds

It was **resolved** to reimburse the residents the total cost of the plants purchased. The clerk was requested to notify the residents that this reimbursement has been agreed on an exceptional basis due to the Covid-19 pandemic. Going forward the Council would wish, as previously, the residents to make contact with the Council office prior to the purchase of the plants.

Voting – 7 votes in favour, 1 abstention.

063/20 Re-opening Town Centres & Social distancing

It was **resolved** to thank the Business Group for their endeavours and to ask that should their requirements change they contact the Town Council again.

Voting – 9 votes in favour.

064/20 Lostwithiel New Co-op Pioneer member

It was **resolved** to congratulate the Co-op Pioneer Member on the initiative, but to instruct the clerk to advise that with regret it is not something the Council can help to take forward at this stage.

Voting – 8 votes in favour.

The meeting closed at 9.20pm.

Chairman

Date