



**Lostwithiel Town Council Virtual Meeting
will be held
on Tuesday 03 November 2020 at 7pm**

**Members of the public are able to join the meeting from a
computer, tablet or smartphone**

<https://attendee.gotowebinar.com/register/6738865395790484496>

**or by dialling in using a phone on.
020 3713 5012**

Access Code: 122-274-733

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 that the meeting may be filmed or recorded

Members and Members of the Public are asked to set device ring tones/alerts to silent

- To receive the Cornwall Councillor Report

Meeting Agenda

1. Apologies – 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.

The Council has varied meeting Standing Orders and until physical meetings can be re-established Members of the Public are asked to submit any questions regarding items on the agenda to clerk@lostwithieltowncouncil.gov.uk. For this meeting please submit your questions by 5pm on Monday 2 November 2020.

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.'

4. To receive the minutes of the Extraordinary virtual meeting held on 27 October 2020 having previously been circulated and taken as read.

5. To receive and adopt the Staffing Committee minutes dated 9 July 2019, 08 October 2019, 10 December 2019 & 11 February 2020 having previously been circulated and taken as read.

6. Planning applications-

a) To consider planning applications

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.

PA20/08666

38 Uzella Park Lostwithiel
Proposed erection of a replacement porch and a two-storey side extension to the dwelling with a variation of condition 2 of decision PA19/04864 dated 05/07/2019

PA20/08686

Land rear of 14 Cott Road, Liddicoat Road, Lostwithiel
Reserved matters application for access, appearance, landscaping, layout and scale, following outline approval for PA18/01373 for detached dwelling.

b) To consider any planning applications received since the publication of the agenda

7. Covid 19 risk assessments to review the following risk assessments: -

Lostwithiel Skatepark

Lostwithiel King George V MUGA

Lostwithiel King George V play area

Lostwithiel King George V outdoor gym

Coulson Park play area

Pendour Park play area

Lostwithiel Public Toilet

Lostwithiel Library courtyard click and collect service

Lostwithiel park and picnic benches

8. Remembrance Sunday – to update arrangements, if required, in light of any new National Guidance or revised local risk level.

9. Parade – request to hold a pop-up Christmas table top sale in November.

10. Parade – to consider the request from Lostwithiel Rotary for consent to erect a 20ft Christmas tree on the Parade.

11. Christmas Tree festival – to consider the request received to take part in this year's St Bartholomew's Christmas Tree Festival at a cost of £14.00

12. Lostwithiel Town Council Budget 2021-22 – to consider the first draft of the budget.

13. River Fowey bridge replacement – to note the verbal report from Mayor Hughes.

14. Delegation to the Town Clerk – to note actions taken by the Town Clerk under delegated powers.

15. Accounts & Finance –

a) To approve payment of the following: -

Cheque Ref	Payee Name		Amount Paid
101526- 101527 & 2 bank transfers	Salary related expenses	Salary related expenses	£3,199.78
101528	Biffa	Cemetery bin & missed collection	£42.60
101529	Cormac	Cemetery & library cleaning	£1,122.50
101530	Waldon Security	Annual contract renewal	£216.00
101531	EDF Energy	Electric	£109.43
101532	K Hill & Partners Ltd	Grass cutting & tree works Coulson Park	£1,869.60
101533	Phoneta	Lone worker service	£12.00
101534	PKF Littlejohn LLP	External Auditor fee	£720.00
101535	Premier Forest Products Ltd	Postcrete, hardwood & marine ply & sawn timber	£129.21
101536	Reach Publishing	Tender advert	£62.16
101537	Restormel Property Services Ltd	Erect Covid play area signs	£180.00
101538	Play Safety	Outdoor gym	£474.00

		safety inspection	
101539	Karen Ross	Hand sanitiser	£27.96
101540	Tindle Newspapers Cornwall Ltd	Tender advert	£98.40
101541	Sandra Harris	Stamps, library tables & library bags	£259.95
		Total	£8,523.59

16. For information – to include an update on any meetings or training attended by Members or Officers as representatives of the Town Council and any 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.

17. Allotment tender – to appoint a contractor.
18. Outdoor Gym – to update Council.
19. Lostwithiel Rotary – to consider the request received for grant funding towards a ‘Fireworks for Lostwithiel’ display.
(Not 05 November 2020)
20. Staffing Committee – to consider the following recommendations: -
- a) Implementation of the National Joint Council for Local Government Services Pay Agreement pay award which includes an increase in minimum annual leave backdated to 01 April 2020.

- b) The majority decision made by Committee Members in response to correspondence dated 29 April 2020.
- c) Revised project timetable.

S Harris

Mrs S Harris

Town Clerk

28 October 2020