



**Lostwithiel Town Council Virtual Meeting  
will be held  
on Tuesday 08 December 2020 at 7pm**

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

<https://attendee.gotowebinar.com/register/4677396543183259407>

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

**Access Code: 748-336-119**

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 from Council Members any Declarations of Interest, written requests for new DPI dispensations and declarations of any gifts or hospitality.

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](mailto:clerk@lostwithieltowncouncil.gov.uk). For this meeting please submit your questions by 5pm on Monday 7 December 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 virtual meeting held on 03 November 2020 having previously been circulated and taken as read.

5. Planning applications-

a) To consider planning applications

**PA20/08389**

Land known as Bartholomew Meadow, Grenville Road, Lostwithiel

Modification of planning obligation dated 30 July 2019 in respect of decision PA18/05607.

**PA20/09825**

Land adjacent to River Fowey – accessible by public track through Lanwithian Farm, access off Grenville Road Lostwithiel Works to remove Elder, Hawthorn and Sycamore trees and works on Elder, Hawthorn and Oak.

*As this application is for works to trees in a Conservation Area it will be decided, by Cornwall Council, under delegated authority. There is no need for Lostwithiel Town Council to submit any comments to the Local Planning Authority.*

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

6. 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. Local Government Act 1972 s85 six-month rule – to note that Councillor Risner has not met the six-month attendance rule.
9. New email system and confidential papers – to provide initial feedback on the new email system and to agree a one-off charge of £90 plus VAT to set up a private area on the Town Council website for confidential papers.
10. River Fowey Railway bridge works – to consider the correspondence received including works to a poplar tree.
11. River Fowey Railway bridge works – to consider the request received for a small compound (approximately 10m x 10m) in Coulson Park close to the bridge for the duration of the works.
12. Cornwall Council Town Centre Revitalisation Fund (TCRF) – to consider the information received and to authorise the Heritage Buildings Committee to undertake the following: -
  - a) Facilitate the creation of a cross sector ‘town team’
  - b) Draft a strategy/emerging plan for the revitalisation of the town centre (either in whole or part)
  - c) Draft Lostwithiel’s application
  - d) Provide monthly progress updates to Full Council
  - e) Submit the final application to Full Council for approval prior to submission to Cornwall Council noting that the closing date for applications is 31 March 2021.

13. Lostwithiel Town Council Heritage Buildings Committee – to appoint any Councillors interested in getting involved in the Cornwall Council Town Centre Revitalisation Fund (TCRF) application to the Committee to help to fill current vacancies.
14. Lostwithiel Community Centre grant application – to consider the application received.
15. Mount Pleasant Place – to consider the correspondence received.
16. Free Dementia Help Point Network – to consider the information received and to decide if Lostwithiel Town Council wishes to join the Free Help Point Network.
17. Local Maintenance Partnership 2021-2022 – to consider if Lostwithiel Town Council wishes to join the scheme.
18. Parade – to consider the request received to hold a pop-up Christmas table top sale on Saturday 12 December from 10am – 12noon.
19. Lostwithiel Town Council Budget 2021-22 – to consider the second draft of the budget.
20. Council Policy Review – to review the following documents: -
  - Council Ceremonial Offices, Awards & Recognition
  - Grant Awarding Policy
  - Hire of Town Council Land Policy
  - Environmental Policy
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: -

<b>Cheque Ref</b>	<b>Payee Name</b>		<b>Amount Paid</b>
101547	Biffa	Cemetery bin	£51.00
101548	Cornwall ALC Ltd	Code of Conduct training	£24.00
101549	Cormac	Play areas & public toilet & library cleaning	£1,484.38
101550	DCS Pest Control (Cornwall) Ltd	Pest Control King George V playing field	£60.00
101551	EDF Energy	Electric car park	£152.90
101552	EDF Energy	Electric buildings	£103.22
101553	K Hill & Partners Ltd	Grass cutting	£870.00
101554	Cancelled	Cancelled	£0.00
101555	Phoneta	Lone worker service	£12.00
101556	SLCC	Practitioners Conference booking	£90.00
101557	South West Water Business	Public toilet water	£82.51
101558	Westernweb	New Councillor email & hard drive repair	£305.18
101559-101562 & 2 bank transfers	Salary related expenses	Salary related expenses	£3,199.78
101563	Parc Signs Ltd	Outdoor gym & play area signs	£745.49

101564	Parc Signs Ltd	New brass plaque for War Memorial	£391.74
		<b>Total</b>	<b>£7,572.20</b>

23. 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.

24. Allotment tender – to consider correspondence received from the appointed contractor.
25. Outdoor Gym – to further update Council.

*S Harris*

Mrs S Harris

Town Clerk

01 December 2020