



Lostwithiel Town Council Extraordinary Meeting Tuesday 22 December 2020

Meeting Minutes

An Extraordinary virtual meeting of the Town Council was held on Tuesday 22 December 2020.

Councillors Present

Mayor Hughes

Councillor Anders, Councillor Clarke,

Councillor Duffin, Councillor Guiterman,

Councillor Henderson and Councillor Sweeney.

In attendance

One member of the public was in attendance

Town Clerk Mrs Harris and Administrative Assistant Mrs Doyle were in attendance.

138/20 Apologies of Absence

Apologies of Absence were sent and accepted from the following Councillors:

Deputy Mayor Ross, Councillor Hatton, Councillor Hensman, Councillor Lindley and Councillor Morgan

139/20 Declarations of Interest

Deputy Mayor Hughes declared a non-registerable interest in Planning Application **PA20/10875**, 8 Polscoe Road.

140/20 Minutes 08 December 2020

It was **resolved** that the minutes of the virtual meeting held on 08 December 2020 are accepted, approved and duly signed by Mayor Hughes.

Votes, 4 in favour, 2 abstentions.

141/20 Heritage Buildings Committee minutes 10 March 2020.

It was **resolved** that the minutes of the Committee meeting held on 10 March 2020 are accepted, approved and duly signed by Mayor Hughes.

Votes, 6 in favour.

142/ 20 Planning applications

a)

PA20/08111

The Higgins Press South Street
Lostwithiel
Demolition of existing garage and first floor store, internal alterations and forming of external openings

It was **resolved** to support this application as the Town Council considers this application is within the legal framework and that the design will improve the immediate environs

Votes, 6 in favour.

PA20/10519

The Mount Restormel Road,
Lostwithiel

Alterations to dwelling to change glass roof to slate roof with associated works.

It was **resolved** to support this application which will improve the visual aspect by making the hitherto annexe an integral part of the building.

Votes, 6 in favour.

Mayor Hughes left the meeting.

Councillor Guiterman took over as chair.

Councillor Anders joined the meeting.

PA20/10875

8 Polscoe Road, Polscoe, Lostwithiel

Proposed replacement dwelling (including attached garage)

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

Votes - 6 in favour.

Mayor Hughes returned to the meeting and resumed as chair.

b) None

143/20 Public Participation

Sir Tim Smit addressed the Council regarding Gillyflower Farm.

Sir Tim Smit outlined his plans for the farm and answered questions from Council members.

144/20 Planning Application PA19/11224

PA19/11224

Land known as Bartholomew

Meadow, Grenville Road Lostwithiel

It was **resolved** to thank Michelle Billing for her letter, and to request that the Highways Officer looks again at their advice on this development.

Votes, 7 in favour.

It was further **resolved** that the Town Clerk contact a member of the public regard concerns over flooding issues caused by this development.

Votes – 7 in favour.

145/20 Cornwall Council Climate Emergency Development Plan Document Proposed draft

It was **resolved** to note that this consultation finishes on 05 February and that Lostwithiel Town Council will consider drafting a response at the meeting on 12 January and 02 February.

Votes – 7 in favour.

146/20 Cornwall Association of Local Councils

It was **resolved** that the Town Council will contribute to CALC's response to NALC's response to the consultation and will agree responses to the questions at the next meeting.

Votes - 7 in favour.

147/20 Lostwithiel Town Council Extraordinary meeting

It was **noted** that the Council will hold an extraordinary meeting on 23 March 2021 to consider the Town Centre Revitalisation Fund application drafted by the 'town team' under the umbrella of the Heritage Buildings Committee.

148/20 Lostwithiel Forum Bollards Monmouth Lane

It was **resolved** not to support the removal of the barriers on Monmouth Lane as these barriers provide road safety benefits for pedestrians.

Votes – 7 in favour.

149/20 Listed Buildings condition reports review

It was **resolved** to delegate the Town Clerk the authority to approach Gilbert & Goode to get the emergency works to the buildings listed under minute references 205/19 & 325/19 done without delay.

Votes - 7 in favour.

150/20 Electrical Installation condition reports

It was **resolved** to instruct the Town Clerk to draw up a tender for the works in accordance with minute reference 113/19.

Votes – 7 in favour.

151/20 Cornwall Council upstairs library lights

It was **resolved** to remind Cornwall Council of the agreement made between Cornwall Council and Lostwithiel Town Council prior to devolution of the library and to ask Cornwall Council to carry out the lighting works as per this agreement.

Votes – 7 in favour.

152/20 Fire inspections of buildings

It was **resolved** to authorise the Town Clerk to ask other suppliers to quote for the fire inspections.

Votes – 7 in favour.

153/20 Council Policy Review

It was **resolved** to approve the Council Ceremonial Offices, Awards & Recognition policy as drafted, namely with the addition of the Data Protection policy.

Votes – 6 in favour.

It was **resolved** to approve the revised Hire of Town Council Land Policy as drafted with the further amendment ‘that the Council may, waive the charge for charitable events where the event is non-profit making or if the hire charge would constitute a substantial proportion of funds that the event would raise.’

Votes – 5 in favour and 1 against.

It was **resolved** to approve the revised Environmental Policy as drafted with a further amendment on page 3 of the policy so the revised sentence reads ‘Council will consider environmental considerations when responding to planning applications in line with the neighbourhood plan’.

Votes – 7 in favour.

It was **resolved** to approve the revised Grant Awarding Policy as drafted.

Votes – 7 in favour.

154/20 Delegation to the Town Clerk

It was **resolved** to note expenditure by the Town Clerk under delegated powers:-

Computer repairs - £179.00

Public toilet repairs £161.98

CALC training £418.00.

155/20 Accounts & Finance

Cheque Ref	Payee Name		Amount Paid
101567	Cornwall Council	Cattle market car park rent	£1,209.26
101568	Cormac	Public toilet soap dispenser, toilet roll holder & tap washer	£161.98
101569-570 & two bank standing orders	Salary related expenses	Salary related expenses	£3,290.08
101571	Sovereign Design Play Systems Ltd	Extra grass matting	£419.90
101572	SW Water business	Public toilets	£95.48

101573	Cornwall ALC Ltd	Councillor and staff training	£268.80
101574	Cormac Solutions Ltd	Play inspections	£547.88
101575	S Harris	Grey bags for library	£39.98
		Total	£6,033.36

It was **resolved** to approve the payment of the cheques 101568 – 101575 totalling £4,824.10 and not to approve payment of cheque 101567 the Cattle Market car park rent to Cornwall Council.

It was also **resolved** to approve a letter to the Bank to authorise a change to the amount that is transferred to staff for their salaries in line with the approved National Pay Award.

156/20 Quarterly finance report

It was **resolved** to approve the report as drafted, noting December figures are provisional.

Votes – 7 in favour.

157/20 For information

Mayor Hughes expressed the Council's thanks to the flood wardens, Deputy Mayor Ross for her leadership of the Flood Plan, Cornwall Council and the various Emergency Services personnel present over the weekend during the flooding.

The Town Clerk advised that there will be an additional extraordinary meeting of the Town Council on Tuesday 19th January 2020.

The meeting closed at 9pm.

Chairman

Date